

**TILLAMOOK CITY COUNCIL MEETING
MONDAY, MARCH 1, 2010
CITY HALL, 210 LAUREL AVENUE**

WORKSHOP: City Council held a workshop from 5:00 P.M. to 7:00 P.M. to discuss the 2010-2011 Strategic Plan and a revised amendment to professional services contract for wastewater services from Kennedy/Jenks Consultants.

CALL TO ORDER/FLAG SALUTE:

Mayor McPheeters called the regular City Council meeting to order at 7:00 P.M. and led the Pledge of Allegiance. He announced the resignation of Carolyn Decker, councilor from Ward 2. Decker has moved outside of the ward and is no longer eligible to hold that seat. He personally thanked Decker for her excellent work while serving on the Council and her many contributions to the different committees she served on. Decker expressed interest in serving on the Beautification Committee of which she had been a Council representative for several years.

ROLL CALL:

Those present for roll call:

Mayor Bob McPheeters
Councilor Joe Martin
Councilor Suzanne Weber
Councilor Steven Forster
Councilor John Sandusky
Councilor Willard Berry

Absent: None.

Staff Present:

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

VOLUNTEER COMMITTEE APPLICATIONS:

Mayor McPheeters announced the application of Aaron Palter to serve on a vacancy of the Tillamook Planning Commission. **Palter** was present to address questions of the Council. **Councilor Sandusky** asked Palter why he wanted to serve on the Planning Commission. **Palter** said he has been a resident of Tillamook for 10 years and interested in what goes on in the community. He worked at the County processing Measure 37 claims and then for the County Commissioners office for about 1 ½ years until his position was cut. **Mayor McPheeters** thanked Palter and asked the Council to consider his nomination for Planning Commissioner. **Gervasi** stated that the vacancy created by the resignation of Rob Huston is the position he would be filling expires on February 28, 2013.

Councilor Sandusky moved approval of the Mayor's nomination of Aaron Palter to the Tillamook City Planning Commission. Councilor Weber seconded the motion. Motion carried unanimously by Council seated.

Mayor McPheeters recommended appointment of Carolyn Decker to the City's Beautification Committee.

Councilor Forster moved to approve Carolyn Decker to the City's Beautification Committee for a two-year time period. Councilor Martin seconded the motion. Motion carried unanimously by Council seated.

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AGENDA:

The posted agenda for the meeting of March 1, 2010 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. Judge Dolan's monthly report. (Exhibit A)
3. Addendum to lease agreement dated December 1, 2009 between City and Transportation District. (Exhibit B)

MINUTES:

Minutes were not available at this time.

MONTHLY REPORTS:

City Manager:

- **Gervasi** said that the lease agreement is on the agenda tonight. He didn't know if the Transportation District had approved it as of this time. They have paid the lease from December through March.
- Wastewater Treatment Plant Expansion project update.
- A public hearing is scheduled for tonight on the Consent Annexation project. All 18 properties have signed.
- He has put the Employee Handbook project on the 2010 Strategic Plan.
- Oregon Solutions Project #4 – nothing to report at this time.
- He's working on scheduling a community meeting regarding the Flood Insurance Rate Maps and the Flood Insurance Study documents received.
- Strategic Plan will be on the agenda for the March 15th meeting.
- He was accepted into the Ford Institute Leadership program. It is a free program and extends over 4 months.

Mayor McPheeters referenced memo from David Mattison, City Planner regarding the reappointment of Howard Harrison and Charlotte Phillips. Their terms on the Planning Commission ended February 28, 2010. Harrison intended to resign at the end of his term in February but is willing to continue until July or his position is filled. Charlotte Phillips will need to be reappointed. Mayor McPheeters asked the Council to consider the reappointment of both Harrison and Phillips.

Councilor Sandusky moved to appoint Charlotte Phillips to a new term on the Planning Commission. Councilor Berry seconded the motion. Motion carried unanimously by Council seated. Gervasi noted that the term will be until February 2014.

Public Works Director:

- **Water Dept. - Sullivan** said that OAWU held a no-cost class "Math for Water Treatment & Filtration" for the City and local water districts personnel.
- **Fawcett Creek Diversion Pond & Fish Passage** project is moving toward 50% design completion.
- A waterline upgrade for Sixth Street (east of Elm Avenue) is being designed and will go before DHS for approval.
- **Street Dept.** – Notice to Proceed has been sent to A-Good Roof Construction after receiving approval from the City Council at their meeting of Feb. 1, 2010.

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- Staff has been actively patching potholes and doing major yard clean-up behind the Street Dept. shop.
- Staff has been working on silt removal at Carnahan boat ramp.
- **Sewer Dept.** – Big River is still working on the final punch list items at the WWTP.
- Oregon DEQ representatives have met with WWTP Supervisor Ressler to discuss the new NPDES permit requirements.
- General – Remodel design for the Water Dept. shop is moving forward. He and Assistant PW Director Lyda went to Salem to review the drawings and make suggestions.
- Costs estimates for the updated Street Projects list is nearly complete. Sullivan suggested the Public Works Committee go over the list and provide a priority list for Council approval.

Police Chief:

- He is working on updating the Nuisance, Animal and Traffic Ordinances.
- Sgt. Kettner obtained a \$4,000 grant from ODOT for moving radar. Chief Wright explained how moving radar works.
- He is in process of putting together all training for 2010. The 3-year training period for DPSST just ended and all officers met and exceeded requirements. New 3-year period beginning.
- He is in the initial stages of putting together a grant application for partial funding for a police officer part-time in the schools. Updates will be forthcoming.
- Officer Matt Harris has accepted a job with the Sheriff's Department. His department is now down to seven officers. He wants to keep 24-hour coverage as they are the only department in the county offering that.
- CSI East School has started. He explained the skills taught to the children. The children are given a T-Shirt provided by the local businesses. The final episode is in May.
- Cadets went to Pebble Beach AT&T and things went well.
- They are almost complete with their annual goals and evaluation for all employees.

Municipal Court:

- **Councilor Sandusky** asked why some information is no longer available to the judge as stated in his report. **Sorensen** explained that Municipal Court administration had to make a decision based on security available for receiving confidential information. **Chief Wright** explained the Information Form the Court Clerk developed that addresses most of the information needed by the judge for court without the restrictions placed on the Law Enforcement Data System (LEDS) printout.

PUBLIC HEARINGS:

1. CITIZEN HEARINGS - NON-AGENDA ITEMS:

Victor Troxell, business owner in Tillamook, spoke against the Parking Ordinance and how unfair it is to downtown businesses. He suggested Council should hold a meeting with local businesses to discuss how best to address downtown parking. **Mayor McPheeters** said the issue could be sent to the Parking Committee for re-examination.

2. COUNCIL CONCERNS - NON-AGENDA ITEMS:

Councilor Sandusky asked how old the current ordinance was. **Councilor Weber** mentioned that much thought went into the current ordinance and reflects changes dealing with concerns and abuse of downtown parking. **Chief Wright** said that the Council has been very considerate when a majority of the businesses on a particular block petition for a change in parking requirements and/or times. Needs change as businesses change on blocks.

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Councilor Weber mentioned that much thought went into the current ordinance and reflects changes dealing with concerns and abuse of downtown parking. **Councilor Forster** asked if new businesses were informed of parking conditions when issued a business license. Council agreed to send to committee the compilation of a packet of information for new businesses.

Councilor Berry asked how the flower beds at Goodspeed Park get assigned. Sorensen answered that Ed Armstrong of the Beautification Committee took the lead on getting signed up to be responsible for the planting and care of the beds.

Councilor Martin said there is a trailer located on Cedar Avenue between Front & First Street without any reflectors on it. Chief Wright responded that it does have reflectors.

3. 2010 CONSENT TO ANNEXATION PROPERTIES IN THE CITY'S URBAN GROWTH AREA

Mayor McPheeters opened the Public Hearing. Gervasi read from his staff report that all 18 of the properties have signed Consent to Annex forms and said the City has not received any correspondence regarding the annexation. Staff recommends the Council adopt the staff report which includes Exhibits A – F and to declare the territory legally described in Exhibit B and shown on the Exhibit C map is annexed to the City of Tillamook effective July 1, 2010. Gervasi showed the Council where the properties were located.

Aaron Palter asked if any of the annexed properties would become part of the Urban Renewal District. Gervasi said no.

There being no further public testimony Mayor McPheeters closed the Public Hearing at 8:05 P.M.

COMMITTEE REPORTS:

Personnel Committee – Chair Weber reported that staff is working on the update of the Personnel Handbook.

Beautification & Parks Committee – Councilor Weber stated that ex-Councilor Decker was chairperson for this committee. **Councilor Forster** recommended to the mayor the appointment of Councilor Weber as the new chair of the Beautification Committee. **Mayor McPheeters** agreed.

Public Safety Committee – Chair Forster stated that Chief Wright is working on a plan with the personnel in the Police Department and when it is finished a committee meeting will be scheduled.

Public Works Committee – Chair Berry stated that the committee will have a meeting next Thursday at 2 P.M.

Councilor Forster reported on the Small Cities meeting held in Warrenton. These meetings help build networking and support. It builds a coalition that we move forward to be heard at the state level.

NEW BUSINESS:

- **Letter of Resignation from Carolyn Decker – Councilor Weber moved the Council accept Carolyn Decker's letter of resignation with gratitude and regret. Councilor Sandusky seconded the motion. Motion carried unanimously by Council seated. Sorensen** asked for direction from the Council to advertise for the position. It was granted.
- **Mayor McPheeters** stated that Decker also served as a Council representative on the Tillamook Urban Renewal Agency board and would need to be replaced. **Mayor McPheeters** recommended Councilor Martin, who previously served on the board, to fill the vacancy created by Decker. **Councilor Berry moved to ratify the mayor's appointment of Councilor Martin to the Tillamook Urban Renewal Agency board. Councilor Sandusky seconded the motion. Motion passed unanimously by Council seated.**

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- **Tillamook Chamber of Commerce – Andy Neal, Executive Director of the Chamber** said that the Chamber Board met in February to discuss the City’s proposal of raising the Transient Room Tax by 1% with 70% of the additional monies going to support Chamber functions. The Chamber Board did not feel it was the right time to raise taxes. However, they would like to meet with the Council in a workshop format to discuss other options. Secondly, the Board of Directors is promoting the return of a designated Council representative to serve on their board. Council voiced their frustration at the Chamber, who turned down their offer of 1% recently. **Councilor Forster** expressed concern of the Chamber wanting their own line item in the City budget and the ramification to the other organizations that apply for funding. Council decided to hold a workshop to discuss this issue amongst themselves at 6:00 P.M. on April 5, 2010.
- **Approval of IGA between City of Tillamook, Tillamook County and Tillamook Urban Renewal Agency regarding Third Street Improvement Project – Gervasi** said that the information had not been received and asked if the matter could be rescheduled to March 15, 2010. Council agreed.

OLD BUSINESS:

- **Planning Commission member appointments and reappointments – Councilor Weber** moved to extend Planning Commissioner Howard Harrison’s term to July 2010 pending appointment of another interested party. Councilor Forster seconded the motion. Motion carried unanimously by Council seated.
- **Transit Center Lease Agreement – City Attorney Putman** presented the Council with an addendum to lease received late Friday. The addition of a second sentence in the first paragraph is so noted. **Councilor Sandusky** moved the City authorize the mayor to sign the lease agreement with the Tillamook County Transportation District distributed in Council packets with the addendum to lease dated as of December 1, 2009 and received on March 1, 2010. Councilor Forster seconded the motion. Motion carried unanimously by Council seated.

LEGISLATIVE

1. ORDINANCE RENAMING MARINE PARK TO SUE H. ELMORE PARK – SECOND READING

Councilor Weber moved for the second reading of the ordinance by title only. **Councilor Berry** seconded the motion. Motion carried unanimously by Council seated. **Sorensen** read the ordinance for the second time by title only.

Councilor Berry moved to adopt the ordinance. **Councilor Weber** seconded the motion. Motion carried unanimously by the following roll call vote:

Councilor Martin	Aye	Councilor Forster	Aye
Councilor Weber	Aye	Councilor Sandusky	Aye
		Councilor Berry	Aye

2. ORDINANCE ANNEXING TERRITORY INTO THE CITY OF TILLAMOOK UNDER OREGON REVISED STATUTES AND CONSISTENT WITH TILLAMOOK URBAN GROWTH MANAGEMENT AGREEMENT, COMPREHENSIVE PLAN, OREGON ADMINISTRATIVE RULES AND STATEWIDE PLANNING GOALS

Gervasi told the Council of a small change to the ordinance. The first “whereas” statement should state that written consents for annexation have been signed by **100%** of the owners of **100%** of the properties with **100%** of the assessed value of the territory proposed for annexation.

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Councilor Sandusky moved for the first reading of the ordinance as amended by Gervasi by title only. Councilor Martin seconded the motion. Motion carried unanimously by Council seated. Sorensen read the ordinance by title only. Second reading will take place at the next Council meeting.

STAFF COMMUNICATION/CORRESPONDENCE/DISCUSSION:

Gervasi mentioned correspondence included in Council packets. He said the City of Tillamook is not the only City in the state affected by new FEMA Flood maps.

MAYOR'S REPORT: **None.**

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.

GENERAL CHECKING ACCOUNT

Special Batch 02/18/2010	Check #27817	\$ 384.76
A/P Batch 03/01/2010	Checks #27818-27874	\$ 158,352.96

ADJOURNMENT:

There being no further business Mayor McPheeters adjourned the meeting at 8:40 P.M.

APPROVED:

Mayor

ATTEST:

City Recorder