

CITY OF TILLAMOOK
City Hall, 210 Laurel Avenue
City Council Meeting Minutes
Monday, April 2, 2012

I. **EXECUTIVE SESSION:** Property Negotiation & Pending Litigation

II. **WORKSHOP:** Solid Waste Recycling Objectives

III. **CALL TO ORDER**

Mayor Weber called to order the regular meeting of the Tillamook City Council at 7:05 p.m. on Monday, April 2, 2012 in City Hall at 210 Laurel Avenue in Tillamook, Oregon.

IV. **ROLL CALL**

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

Mayor Weber
Councilor Joe Martin
Councilor Cheryl Davy
Councilor Steven Forster
Councilor John Sandusky
Councilor Doug Henson

Absent: Councilor Matt Harris (Excused)

Staff Present:

Paul Wyntergreen, City Manager
Arley Sullivan, Public Works Director
Abigail Donowho, City Recorder

V. **AGENDA**

The posted agenda for the meeting of April 2, 2012 is attached and by this reference is made a part of the record.

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

- a) City Council Meeting Minutes from March 19, 2012. (Exhibit A)
- b) Ninth Street Grant Application Visual Material (Exhibit B)

VII. **MINUTES**

Council minutes for the meeting of March 19, 2012 were distributed to the Council prior to the meeting as Exhibit A. **Councilor Forster moved to approve the minutes for March 19, 2012 as submitted. Councilor Henson seconded. The minutes were approved as submitted unanimously by Council seated.**

VIII. **PRESENTATIONS**

- a) **Swearing in Ceremony for Police Sargent**—Mayor Weber announced the commencement of a swearing in ceremony for Officer Erica Bomar. Having been promoted, she was sworn in by City Recorder Donowho for the office of Sergeant with the Tillamook Police Department.
- b) **City/County Insurance Services 30-year Continuous Membership Award**—Mayor Weber announced the award given to the City by City County Insurance Services for being a member for 30 years.
- c) **PROCLAMATION: City of Tillamook Arbor Week, April 1-7, 2012**—Mayor Weber read the proclamation declaring this first week in April as Arbor Week. She also noted that a memorial tree will be planted at Carnahan Park

on April 27, 2012 for Arbor Day, and the Goodspeed Park Grand Opening of the new playground equipment will be on April 28th. The Community was invited.

IX. CITIZENS HEARING/AUDIENCE COMMENTS – Non Agenda Items: None

X. NEW BUSINESS

- a) **Response to Solid Waste Workshop**—City Manager Wyntergreen noted, in response to the workshop before the meeting, that a written answer will be provided to Jennifer Purcell by April 10, 2012. Mayor Weber and Councilor Forster volunteered to work on it. Wyntergreen will get in touch with DEQ for alternative standards of recycling for background information.
- b) **Public Works Committee Recommendations**—City Manager Wyntergreen referred to the three recommendations from the Committee. First, traffic issues raised concerns and a review to institute a four-way stop at Fourth and Laurel was done. The Committee recommended the four-way stop. Second, the Tillamook Service Center on Third Street needs two more spaces and are so recommended. Third, they recommended the Hoquarton gate roadway be unlocked and opened. Councilor Martin noted he was on the committee and thought the Fire District had not yet weighed in concerning the four-way stop and was concerned that the recommendation was *not* for a four-way stop. Councilor Forster said that the intersection is very dangerous, but would be premature to take action. He asked to defer the first recommendation until the Fire District weighs in. Councilor Sandusky moved to approve the Public Works Committee's second and third recommendations as outlined on the report. Councilor Martin seconded. Councilor Forster asked about the Hoquarton gate and jurisdiction. Public Works Director Sullivan noted the gate was initially installed by request, but has been more cumbersome than helpful. The gate is on City property. Motion carried unanimously by Council seated.

XI. PENDING BUSINESS

- a) **Oregon Coast Scenic Railroad Assistance**—City Manager Wyntergreen reminded the Council of the presentation given by the OCSR and their request for assistance from the City of Tillamook for the railroad project. Wyntergreen stated there are two line items in the budget that could be used as a donation for the project. Don Hurd of 502 Stillwell Avenue in Tillamook presented a letter asking for a \$10,000 donation--\$8,000 less than OCSR's previous request due to a grant from the Tillamook PUD and various donations. Councilor Henson moved to award \$10,000 to the OCSR from the two line items as described by the City Manager. Councilor Forster seconded. Councilor Sandusky verified the funds were available under the current year's budget. Councilor Forster asked whether or not a supplemental budget was needed for this donation. Wyntergreen responded that under the materials and services contract the money could go without a supplemental budget. Motion passed unanimously by Council Seated. Hurd thanked the Council for their donation and reported that Denny Pastega would be going to California to pick up 13 dinner cars—10 of which are in top-notch condition. This takes the dinner train project to a new level—the vision is no longer just a dream.
- b) **Purchase Agreements for Sale of City Shops**—City Manager Wyntergreen explained that both the transfer and donation agreements would take place simultaneously. Negotiation over the past 6 months was authorized by the Council. Councilor Sandusky moved to authorize the Mayor to sign the transfer and donation agreements for the Hospital donation and transfer of City Shops. Councilor Forster seconded. The motion carried unanimously by Council seated.
- c) **Agreement for the Purchase of Kinsman Property**—City Manager Wyntergreen reviewed the counter-offer from the Kinsman's for the purchase of the property at 4402 Third Street in Tillamook. This will provide a new location for the City shops, with a transition period over the next few months. He asked if the Council would authorize the documents for signature. Councilor Sandusky moved to authorize the Mayor to sign the purchase agreement between the Kinsman Company and the City of Tillamook. Councilor Martin seconded. The motion passed unanimously by Council seated.
- d) **Billboard Lease Renewal**—City Manager Wyntergreen explained that the LAMAR Company is in agreement to sign a new lease for the billboard space located next to Pacific Edge Espresso in the amount of \$3500.00 per year for the first three years. They will install a digital billboard that will change images every 6-8 seconds, and offer, on a space available basis, free advertisement to the City of Tillamook at their various billboard locations throughout the

state. The lease also includes a graduated payment schedule over the next 20 years. The Council discussed the details of the contract. The contract is being reviewed by the City Attorney. **Councilor Sandusky moved to approve the lease with the LAMAR Company pending the City Attorney's approval of the lease language. Councilor Henson seconded. The motion passed unanimously by Council seated.**

XII. LEGISLATIVE

- a) **Ninth Street Park Grand Update**—**Public Works Director Sullivan** passed out an exhibit for the park update that included a current aerial photo and proposed improvements. A petition was included in Council packets for the Councilors to obtain signatures of support for the grant request. He explained all of the improvements in detail and asked the Council to pass a resolution to authorize the grant application. The resolution presented was as follows:

RESOLUTION #1601 - A RESOLUTION AUTHORIZING THE CITY OF TILLAMOOK, TILLAMOOK COUNTY OREGON TO APPLY FOR A LOCAL GOVERNMENT GRANT FROM THE OREGON PARKS AND RECREATION DEPARTMENT

Councilor Sandusky moved to adopt resolution number 1601, A Resolution Authorizing the City of Tillamook, Tillamook County Oregon to Apply for a Local Government Grant from the Oregon Parks and Recreation Department. Councilor Martin seconded. The motion carried unanimously by Council seated.

XIII. MONTHLY REPORTS

- a) **FIRST READING-ORDINANCE #1266-AN ORDINANCE REPEALING ORDINANCE #1230 AND REPLACING WITH A NEW TREE ORDINANCE**—**City Manager Wyntergreen** explained that an updated ordinance is required to keep the Tree City USA status. The Street Tree Committee will be dissolved and some members reassigned to the Beautification Committee. **Councilor Martin moved to have the first reading of Ordinance number 1266, an Ordinance Repealing Ordinance number 1230 and Replacing with a New Tree Ordinance by title only. Councilor Davy seconded. The motion carried unanimously by Council seated. City Recorder Donowho read the ordinance by title only.**

XIV. COUNCIL CONCERNS

- a) **Councilor Martin** noted that in two days he will have served on the City Council for 30 years. **Mayor Weber** thanked him for his longevity of service to the City.
- b) **Councilor Davy** noted a citizen's recent concern regarding unsavory activities in Goodspeed Park. She reminded the community that it is everyone's responsibility to help keep our neighborhoods safe. If something bad is happening, to confront the person or call the authorities to address the issue. She also talked about the great time had by all at the previous Friday's "Cash Mob" at Anderson's Florist Shop. The last Friday of each month, the Chamber of Commerce is organizing the Cash Mob event to support the community businesses.
- c) **Councilor Henson** reviewed a letter submitted by Don Hurd on behalf of TURA regarding the changes coming at the Highway 6/Wilson River Loop bypass. **Don Hurd** came forward to address his concerns with the Council, expressing that the City should initiate some savings plan in order to bring people in to Tillamook rather than around it on the bypass. Discussion of the project, its intentions, possible outcomes, and solutions to the problem followed. There are many projects currently in motion to continue promotion of and tourism for Tillamook. Everyone was encouraged to attend the next TRA meeting on Tuesday, April 3, 2011 at 5:00 p.m. to become more engaged in the community.

XV. MONTHLY REPORTS

- a) **Police Chief**—The monthly report was included in Council packets. Please note the Public Safety Committee meeting has been bumped.
- b) **City Planner**—The City Planner's report was included in Council Packets. **City Manager Wyntergreen** added that the proposal to the County for an IGA back in place regarding building inspections has been submitted.
- c) **Public Works Director**—The Public Works monthly report was included with Council packets.
- d) **Municipal Court Judge**—Judge Dolan submitted a report to the Council in the packet.

- e) **Mayor–Mayor Weber** expressed sympathy to Kurt Wagner for the recent loss of his loving wife and companion. Our hearts go out to him in his time of grief. In addition to Arbor Day celebrations, the month of April is also Parkinson’s Awareness Month. Sheryl Klingelhoffer has worked on flyers for the Council to distribute. If anyone is interested to learn more, the symptoms of Parkinson’s are displayed on the flyers and brochures.

She shared that although the lawsuit with Big River was lost, the City does not get to increase rates to pay for that. However, she referred to the resolution passed on July 1, 2011 which will increase the sewer rates by 2.94% this July as previously approved. **Mayor Weber** reiterated that the increase is *not* to pay off the law suit, but a *pre-planned* rate increase.

The Mayor stated that the update to the tree ordinance is very timely as the STIHL Tour des Trees will be riding 585 miles through Oregon (rain or shine) to see the trees in Tillamook. She noted that Planner Mattison and Debbi Reeves are working on compiling a new list of the heritage trees and asked for information from anyone regarding a tree planted by Joe Champion on Marolf Loop.

XVI. COMMITTEE REPORTS

- a) Finance Committee—Councilor Martin noted that the main item discussed at the last meeting was to eliminate the grant program that had previously come from the TRT fund. The May 7th meeting will have a hearing and discuss the finance committee’s recommendation. The Supplemental budget was also talked about, as new grants had to be added, and litigation fees will be adjusted.

XVII. STAFF COMMUNICATIONS/CORRESPONDENCE/DISCUSSION

- a) January 2011 Resolution #1568 Pertaining to Sewer Rates
b) STIHL Tour des Trees
c) Community Development Block Grant Closeout Letter—April 12th at 10:30 a.m. at City Hall. To be joined by Astoria council as well. Holden creek has been rescheduled.

XVIII. 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

A/P Batch 03/29/2012 Checks #32060-32107 \$ 171,425.10

XIX. ADJOURNMENT

There being no further business, **Mayor Weber** adjourned the meeting at **8:18 p.m.**

Minutes approved by:


Suzanne Weber, Mayor April 16, 2012 Date

Minutes submitted by:

Abigail Donowho
Abigail Donowho, City Recorder

4/16/12
Date