

**TILLAMOOK CITY COUNCIL MEETING
MONDAY, AUGUST 1, 2011
CITY HALL, 210 LAUREL AVENUE**

COUNCIL EXECUTIVE SESSION: 6:30 P.M. ORS 192.660 (2)(e) Real Property Transactions.

CALL TO ORDER/FLAG SALUTE:

Mayor Weber called the regular City Council meeting to order at 7:00 P.M. and led the Pledge of Allegiance.

ROLL CALL:

Those present for roll call:

Mayor Suzanne 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
Terry Wright, Chief of Police
Bernadette Sorensen, City Recorder

AGENDA:

The posted agenda for the meeting of August 1, 2011 is attached and by this reference is made a part of the record.

ADDITIONAL INFORMATION PROVIDED TO MEMBERS AFTER PACKET ISSUED:

1. Schmidt property DEQ Soil and Groundwater testing update. **(Exhibit A)**
2. Annexation request for Bi-Mart. **(Exhibit B)**
3. Alley Vacation request memo from Planner David Mattison. **(Exhibit C)**
4. Stormwater Master Plan update – award of IFA loan and grant. **(Exhibit D)**

MINUTES:

Council minutes were not available.

PROCLAMATION: **TILLAMOOK DAY AT THE COUNTY FAIR**

Mayor Weber read the proclamation designating Friday, August 12, 2011 as “Tillamook Day” at the Tillamook County Fair. She encouraged all citizens to attend this wonderful event.

PRESENTATIONS:

- 1) **Leslie Gatlin-Smith**, Fred Meyer Manager, was introduced by Chief Terry Wright. She presented the Tillamook Cadets Program with a check for \$500. Chief Wright thanked her and presented her with a complimentary T-shirt.
- 2) **Chief Wright and Sheriff Todd Anderson** both spoke to the partnership between the two agencies in dealing with a recent high-speed pursuit that ended with a suspect taken into custody. Honored for their outstanding performance and receiving a Certificate of Merit were Tillamook Police Department Corporal Erica Bomar, Detective Paul Fournier and Deputy Dean Burdick from the Sheriff's Department.
- 3) **Chief Wright** presented the Tillamook County Search and Rescue team a check for \$350 towards their program from the Pancake Breakfast proceeds.

SCHMIDT PROPERTY UPDATE – Rebecca Wells-Albers

Rebecca Wells-Albers, Northwest Region Brownfields Coordinator, Department of Environmental Quality told the Council that DEQ is overseeing environmental tests on and near the property to determine if there is contamination in the groundwater and soil. Samples have been taken to analyze. So far there does not seem to be any adverse affects to human or wildlife. There is an elevated level of metals in the ground water that toxicologists will be checking in the next few weeks. A complete report is forthcoming and will identify if the property needs more investigation and potential environmental cleanup, or if no further action is required. Wells-Albers thanked several staff members and the owners representatives. She also volunteered to assist the City with redevelopment of the property. EPA is excited about this type of project and could help with grants. Council also mentioned that Tillamook Urban Renewal Agency contributed funding for initial soil testing on the site. Mayor Weber thanked Wells-Albers and said she would be hearing from the City in the near future.

PUBLIC HEARINGS:

No public hearings were scheduled. **City Manager Wyntergreen** asked to schedule two public hearings for future meetings. An annexation hearing for Bi Mart (Exhibit B) was scheduled for September 19, 2011. A public hearing for an alley vacation (Exhibit C) was scheduled for September 6, 2011.

CITIZENS HEARING: None.

NEW BUSINESS:

1. **Ivy Street Closure – Wyntergreen** told the Council that the City had received a written request (copy in packets) from Shannon Ayers, 1816 10th Street, to close off traffic on Ivy, between 9th & 10th Street for a neighborhood block party on Sunday, August 28th between 3 – 5 P.M. **Councilor Sandusky moved approval of the request. Councilor Henson seconded the motion.** Under discussion **Councilor Forster** asked if alcohol was being served and the liability to the City. **Chief Wright** stated they would not be allowed to serve alcohol. **There being no further discussion the motion passed unanimously by Council seated.**
2. **Tillamook Revitalization Association Proposed Plan – Councilor Henson**, speaking on behalf of the Tillamook Revitalization Association, asked for a one-month extension for the TRA Plan to come before the Council. **Councilor Forster moved for the extension to have this agenda item brought before the Council at their September 19, 2011 regular City Council meeting. Councilor Martin seconded the motion. Motion carried unanimously by Council seated.**
3. **Succession Plan for City Recorder – Wyntergreen** said that a proposed advertisement and job descriptions for the City Recorder/Treasurer and Human Resources Director were included in packet. He would like to merge the two job descriptions into one. Sorensen concurred. Advertisement would be placed in the League of Oregon Cities Local Focus September publication as well as the local Headlight-Herald and related organizational publications. The plan would be to conduct interviews in early October with a possible start date in November. **Councilor Sandusky** said that the Personnel Committee had met and reviewed the advertisement and recommended that Council approve it. **The advertisement and merging of the job descriptions were approved via consensus by Council seated.**

4. **Initiation of amendments to City/County Urban Growth Management Agreement and City Comprehensive Plan – Wyntergreen** briefed Council on their need to initiate amendments to the City/County Urban Growth Management Agreement (UGMA), subject to the County’s mutual consent. This has to do with providing services, primarily sewer service to the Port. Several issues have been identified in our land use documents that need to be clarified or changed to allow for that action to occur. He has met with Chris Chiola from the County who will be presenting a similar proposal to his board on Wednesday. There is an opportunity for a joint hearing if both boards agree. Public comment would be taken and then each board would vote separately. He recommends Council target mid-October for the hearing which would allow for the 45-day notice to the state. It would give staff the month of August to prepare a draft to give to the state in September.

The other issue is our own Comprehensive Plan amendments which will require our Planning Commission to hold a hearing on.

Wyntergreen said the largest obstacle would be to get sewer service to the Port. Water is already there but would need some improvements.

Councilor Sandusky moved to direct the City Manager to work with the County government on amendments to the City/County Urban Growth Management Agreement. Councilor Martin seconded the motion. Under discussion Councilor Forster asked about the recommendation from Wyntergreen on having a joint hearing. Councilor Sandusky withdrew his motion and Councilor Martin withdrew his second.

Councilor Sandusky moved to direct the City Manager to work with the County to develop amendments to the City/County Urban Growth Management Agreement via a joint hearing process. Councilor Martin seconded the motion. Motion carried unanimously by Council seated.

Councilor Sandusky moved to direct the Planning Commission to start the Comprehensive Plan amendment process. Councilor Martin seconded the motion. Motion carried unanimously by Council seated.

LEGISLATIVE

1. ORDINANCE ADOPTING COUNCIL RULES – SECOND READING

Councilor Henson moved for the second reading of the ordinance by title only. Councilor Davy seconded the motion. Under discussion **Councilor Forster** pointed out a conflict on Section 220 (B) that states members of all standing committees shall be appointed by the Mayor, with the approval of a majority of the Council... but (4) under (B) states that ... committees shall annually select a chair and a vice chair. Council determined to leave Section 220 (B) alone and remove the language in (4) that committees shall annually select a chair and a vice chair. **Motion to read the ordinance as corrected by title only carried unanimously by Council seated. Sorensen** read the ordinance by title only.

Councilor Sandusky moved adoption of the ordinance. Councilor Forster seconded the motion. Motion carried unanimously by the following roll call vote.

Councilor Martin	Aye	Councilor Forster	Aye
Councilor Davy	Aye	Councilor Sandusky	Aye
Councilor Henson	Aye		

COUNCIL CONCERNS:

Councilor Davy asked about a timeline for work on the culverts at Holden Creek. She was told they were working on it today.

Councilor Henson voiced his thanks to Councilor Davy for her passion on the Holden Creek issues.

MONTHLY REPORTS:

Police Report – Chief Wright stated that new hire Aaron Miller started today. He will be attending the Police Academy on August 22, 2011. He will be sworn in and introduced to the City Council at the August 15th meeting. He also told Council they have been working on ordinance violations and a list of violations and status was included with his report.

City Planner – Mattison’s report was included in Council packets. Mayor Weber asked Wyntergreen to extend the Council’s appreciation for his work on all the plans.

Public Works – Sullivan’s report was included in Council packets. Wyntergreen told the Council that the Wastewater Plant Operator position will be re-advertised due to poor response and qualifications.

MAYOR REPORT:

Mayor Weber stated she was looking forward to seeing everyone at the fair. She also complimented the Farmer’s Market for record attendance in the last two weekends. The ribbon-cutting for the new parking lot was held last Friday night. First car on the new lot was a 1965 Ford Mustang. Moonlight Madness was a success for the downtown and thanks to everyone who turned out for the event.

COMMITTEE REPORTS:

Personnel Committee: Chair Councilor Sandusky said that the committee had met and worked on the succession plan for the City Recorder. They are also working on the agreement with the City Attorney. They are meeting on Monday, August 8th to review the draft and work on any issues.

Finance Committee: Nothing to report at this time.

Urban Renewal – Councilor Sandusky reported that Urban Renewal has received a façade loan/grant application for the Beals building.

Associations Committee – Chair Councilor Henson reported that key community people have been sent letters inviting them to join the committee with the purpose of furthering economic development in the downtown area. Their next meeting will be held on August 16th at 5:30 P.M. at Tillamook City Hall.

OTHER:

Councilor Davy asked if signs could be placed directing RVs to the new parking lot. Wyntergreen said that any signs placed on the highway would need ODOT approval.

CORRESPONDENCE/COMMUNICATIONS:

Wyntergreen told Council that the City has received approval from the Infrastructure Finance Authority for a grant of \$20,000 and loan of \$30,000 for the Tillamook Stormwater Master Plan update, Project #Y12001.

Wyntergreen also stated that the County is responsible for updating their Hazard Mitigation Plan which includes an element for the City. It needs to be completed by October 31, 2011. The City has an open contract with Vicki Goodman, who updated our plan. The County would like to use our open contract with Vicki Goodman. The City could set up a pass-through account. It will cost the City nothing.

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.

Tillamook City Council Meeting
August 1, 2011

GENERAL CHECKING ACCOUNT

A/P Batch 8/1/2011

Checks # 30999-31039

\$ 82,371.16

ADJOURNMENT:

There being no further business Mayor Suzanne Weber adjourned the meeting at 8:12 P.M.

APPROVED:

Mayor

ATTEST:

City Recorder