

**TILLAMOOK CITY COUNCIL MEETING
MONDAY, AUGUST 17, 2009 - 7:30 P.M.
CITY HALL, 210 LAUREL AVENUE**

WORKSHOP: City Council workshop at 6:00 P.M. to discuss Council standing committees outline and Tillamook County Transit District & City memo of agreement. Executive Session under ORS 192.660 (2) (e) – Real Property.

CALL TO ORDER/FLAG SALUTE:

Mayor McPheeters called the regular City Council meeting to order at 7:34 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
Councilor Willard Berry

Absent: None.

Staff Present:

Mark Gervasi, City Manager
John Putman, City Attorney
Arley Sullivan, Public Works Director
Bernadette Sorensen, City Recorder

AGENDA:

The posted agenda for the meeting of August 17, 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.

PROCLAMATION: NATIONAL MEDICAL ASSISTANT WEEK

Mayor McPheeters proclaimed the week of October 19 – 23, 2009 as National Medical Assistant Week.

PRESENTATION: 4-H WORLD CITIZENSHIP & INTERNATIONAL EXCHANGE PROGRAM

Mayor McPheeters presented the exchange students with Tillamook City pins. He introduced Nancy Kershaw, Tillamook 4-H representative and one of the host families. Purpose of the program is for cultural exchange. Each student was introduced by their host family. The students have been in Tillamook for almost one month and will be flying home tomorrow. Mayor McPheeters offered to have a copy of the video of this meeting for the 4-H to help publicize their program.

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MINUTES:

Council minutes were not available at this time.

MONTHLY REPORT:

City Recorder:

- Working on final preparation for the League of Oregon Cities conference on October 1-3, 2009.
- CPA's and auditors have completed a week of fieldwork for the 2008-2009 audit.
- Auction of public works items was very successful. Many surplus items were sold.
- Jany Wilson, Finance Assistant is approaching the birth of her child. Her tasks have been divided amongst other staff.
- Implementations of suggestions made by the auditors are in process. Written policies are still in the works.
- In process are past minutes and payments to the TRT recipients.
- In answer to Councilor Berry's question Sorensen stated that the Statement of Economic Interest form has been changed back to annual filing instead of the quarterly filing and family members will no longer be required to be listed on the form. She also stated that big thanks should be given to the League of Oregon Cities who lobbied to get these changes made.

PROPERTY IMPROVEMENTS WINNERS:

- MAY – Chris Chiola, 1215 5th Street
- JUNE – Greg Udenby, 504 Birch Avenue

PUBLIC HEARINGS:

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

2. **COUNCIL CONCERNS - NON-AGENDA ITEMS:**

Councilor Berry said he would not miss the September 4, 2009 meeting. He also stated that Third Street and Marolf are in very poor disrepair.

Councilor Martin said that there was some confusion that when he mentioned at the last Council meeting that Morning Glory is running rampant and should be included in the noxious weed list that the police department thought they should be removing it. He clarified that he meant that they should note the address that is overgrown and contact the landlord for clean up...

Councilor Forster said he had a conversation with ODOT representative Ingrid on the intersection of Hwy. 6 and Hwy. 101 parking issues. ODOT is willing to hold a workshop. They are not able to bring dollars to the parking issue but could leverage dollars to help with it. Gervasi was directed to schedule a workshop and notify citizenry.

PERMITS & LICENSES: NONE

COMMITTEE REPORTS: NONE

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NEW BUSINESS:

TRT FUNDS/GRANTS:

Gervasi briefed the Council on the TRT Fund and what is proposed to be available this year. There are two line items for funding requests – Special Projects (budgeted at \$46,008) and Tourism/Promotion/Advertising (budgeted at \$15,496). He asked that the application deadline be extended an additional week to September 11, 2009 from September 4, 2009. Gervasi said his assistant would be sending the notice and application form to last year's recipients. He asked that Council consider the applications at the September 21, 2009 Council meeting. Councilor Weber asked for reports of accountability from last year's recipients. Sorensen said they were usually included in with the budget but this year that was overlooked. She would contact last year's recipients and request reports on how grant funding was spent. Councilor Sandusky asked if a contract was signed when awards are made. Gervasi said no but it is something that could be done.

Gervasi suggested a workshop on September 2, 2009 at 5:30 p.m. to discuss Special Projects line item of \$46,008. Council agreed by consensus. Due to the Labor Day holiday the City Council regular meeting will be held on Tuesday, September 8th.

- Mark Labhart spoke in support of the Chamber of Commerce for TRT funding.
- Andy Neal, Chamber Director, said the Chamber speaks to approximately 7,000 people a month and asked for the City Council support.
- Doug Henson asked the council to re-look at the funding mechanism and commented that only about 20% of the TRT funds are being spent as originally intended. He said the Chamber of Commerce spends most of their time chasing their tails trying to keep their doors open and not being focused on the actual economic development components. He encouraged the City Council to meet with the organizations to come up with a funding mechanism to do any good.

REQUEST FOR PARTIAL FEE WAIVER:

Council directed the City Manager to take care of this issue.

APPOINTMENT OF COUNCIL MEMBER FOR COMMITTEE VACANCIES:

Mayor McPheeters asked for this matter to be postponed to the next meeting.

OLD BUSINESS:

- **James Schmidt land donation** – owners are not willing to do a Phase I Environmental Assessment on the property before donating it to the City. The City does not have the money to do the Phase I assessment at this time. **Council** directed the City Manager to inform Schmidt that the City was unable to accept the donation at this time.

LEGISLATIVE

NONE.

STAFF COMMUNICATIONS/CORRESPONDENCE/DISCUSSION:

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- Gervasi informed the Council of the passing of Rockaway Beach Mayor Ray McFarland.
- Gervasi said Sullivan would be taking council members for a tour of the Water Treatment Plant and Fawcett Creek fish ladder. The van would leave from City Hall on Friday at 10 a.m.

MAYOR'S REPORT:

Mayor McPheeters encouraged everyone to read the article on tweaking Health Reform in the current issue of Local Focus put out by the League of Oregon Cities.

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 8/10/09	Check #26902	\$ 1,865.00
A/P Batch 8/17/09	Checks #26903-26976	\$ 215,093.78

ADJOURNMENT:

There being no further business Mayor McPheeters adjourned the meeting at 8:45 P.M.

APPROVED:

Mayor

ATTEST:

City Recorder