TILLAMOOK CITY COUNCIL MEETING
MONDAY, SEPTEMBER 19, 2011
CITY HALL, 210 LAUREL AVENUE

STUDY SESSION: City Council met at 5:30 P.M. – PUD Transmission Lines.

CALL TO ORDER/FLAG SALUTE:

Mayor Suzanne Weber called the regular City Council meeting to order and led the Pledge of Allegiance.

ROLL CALL:

Those present for roll call:

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

Absent: None

Staff Present:

Paul Wyntergreen, City Manager
Bernadette Sorensen, City Recorder

AGENDA:

The posted agenda for the meeting of September 19, 2011 is attached and by this reference is made a part of the record.

MINUTES:

Council minutes were provided for the August 15, 2011 City Council meeting. There were no corrections, additions or deletions to the minutes. **Councilor Sandusky moved the Council approve the minutes for the August 15, 2011 meeting. The motion was seconded by Councilor Davy. The motion carried unanimously by Council seated.**

PROCLAMATIONS: None

PRESENTATIONS/UPDATES/REQUESTS: None

PUBLIC HEARINGS:

1. **AN ORDINANCE ANNEXING TERRITORY INTO THE CITY OF TILLAMOOK UNDER OREGON REVISED STATUTES (ORS), AND CONSISTENT WITH THE TILLAMOOK URBAN GROWTH MANAGEMENT AGREEMENT (UGMA), COMPREHENSIVE PLAN, OREGON ADMINISTRATIVE RULES (OAR) AND STATEWIDE PLANNING GOALS –**

   City Manager Wyntergreen provided a summary of the Petition for Annexation. The issue before the council is a request for consideration of a petition to annex 26.51 acres within the Urban Growth Boundary (UGB) into the City limits of the City of Tillamook. Consents from two property owners have been received. The two parcels are 21.51 and 5 acres in size. The petition was deemed complete on July 29, 2011. **Wyntergreen** recommended approval of the annexation with the inclusion of tax lot 400 in order to eliminate one of the two "islands" that would result from the annexation.

Mayor Weber opened the meeting for public testimony. No comments from audience members were received. **City Manager Wyntergreen** advised no written comments have been received, other than the consents and petitions.

Mayor Weber closed the public testimony at 7:07 p.m. **Councilor Sandusky moved to approve the petition for annexation as presented by staff. Councilor Forster seconded. The motion carried unanimously by Council seated.**

CITIZEN HEARINGS - NON-AGENDA ITEMS: **None**

PENDING BUSINESS:

1. TILLAMOOK REVITALIZATION ASSOCIATION (TRA) REVITALIZATION PLAN—
The Three Year Action Plan per Business Surcharge Resolution, August 23, 2011 was reviewed and discussed. **Councilor Forster** would like to see more objective quantifiables with measurable outcomes regarding the grants and fundraisers, i.e. omitting the word "hope" in the last paragraph of page one. **Councilor Davy** would like to see more as well, besides the regular activities. **Councilor Sandusky moved to accept the TRA three year action plan Business Surcharge Resolution. Councilor Martin seconded. Vote was three to three (3-3). Nay votes were Councilors Harris, Davy and Forster.**

Mayor Weber commented quantifiable objectives have numbers related to them. She suggested to bring both together, to write the last paragraph to say, "1) **We will** bring the [Farmer's] Market to a point where it can sustain a 20-hour per week manager. 2) **We will** fine-tune our consignee base to generate additional income for both the Market and the Consignee. 3) **We will** implement a "Made in Tillamook County" section with produce, value added products and specific items generic to the area. 4) **We will** be partnered with the new local music store and **we will** feature after hours concerts as fundraisers on a regular basis." **Mayor Weber** reiterated the plan is good and should reinforce the City's commitment to and enthusiasm for the plan. She asked for TRA to come to the next meeting with the last paragraph rewritten to have the quantifiable items added.

NEW BUSINESS:

1. PUD REQUEST: CONSENT TO CROSS CITY LANDS—
City Manager Wyntergreen reviewed staff report for approval of Conditional Use Permit for a 100' easement on seven properties owned by the City. Three options; Yes, Table, No. **Councilor Sandusky moved that the City of Tillamook, as owner of the real property, grants permission for the Tillamook People's Utility District to file a Land Use Application with the City of Tillamook for permits necessary for the construction of a proposed transmission line and related facilities upon these parcels. Councilor Martin seconded. Motion failed 4-2 by Council seated. Nay votes were Councilors Harris, Davy, Forster and Henson.**

Councilor Forster moved that the City does not permit the conditional use permit for the 1115-kV Transmission Line through the Hoquarton Slough that crosses City properties as listed in the documents. Councilor Henson seconded. The Motion carried 4-2 by Council seated. Nay votes were Councilors Martin and Sandusky.

2. TILLAMOOK ESTUARIES PARTNERSHIP REQUEST: LETTER OF CONSENT FOR TILLAMOOK COUNTY WATER TRAIL APPLICATION TO THE NATIONAL RECREATION TRAILS DESIGNATION—
City Manager Wyntergreen led the discussion regarding the Tillamook Estuaries Partnership (TEP) designation documentation which needs to be in by October 7, 2011. Is the City willing to support the request to another agency? Hoquarten Slough is the water trail under reference. If awarded, it will open grant opportunities for funding of recreational trails. Purpose of the recreational trail is to access properties; it will not limit the ability to use the property, but rather will enhance improvements. **Councilor Forster moved that the City allow Mayor Suzanne Weber to sign the letter of consent on behalf of the City of Tillamook to include this letter to the National Recreation Trail Coordinator for the designation of the Tillamook County Water Trail as a National Recreation Trail. Councilor Harris seconded. The motion carried unanimously by Council seated.**

3. STAFF REPORT: AWARD OF 3RD STREET WATER LINE BID—
City Manager Wyntergreen discussed the bid results for the 3rd Street Waterline Project. The low bid was disqualified. The next acceptable low bid was significantly greater than the engineer's estimate. Staff recommendation is to reject all bids on the basis of insufficient funds. **Councilor Hansen moved to reject all bids for the award of the 3rd Street Waterline Project. Councilor Sandusky seconded. The motion carried unanimously by Council seated.**

4. APPOINT COUNCIL LIAISON TO PLANNING COMMISSION—
Mayor Weber requested to appoint **Councilor Doug Henson** as the Liaison to the Planning Commission. **Councilor Sandusky moved to appoint Councilor Henson as the Liaison to the Planning Commission. Counselor Forster seconded. The motion carried unanimously by Council seated.**

5. STAFF REPORT: TELEPHONE USE POLICY—
City Manager Wyntergreen reviewed the recommendations for communications restructuring for internet, landline and cell phones. This would provide a monthly allowance for mobile communications. Union members at City Police are already on a cell phone allowance system. It would also require switching to Charter for Internet services as current internet is very slow. There is significant savings of approximately $3,000 per year (minimum). Designated employees (See Attachment #3) would be given a $50 monthly allowance for cell phone use. **Councilor Harris moved to accept the communications restructuring as recommended by the City Manger. Motion failed for lack of a 2nd.**

Councilor Harris stated he has two phones, one for work and one for personal use. **City Manager Wyntergreen** clarified, if the City is paying for the cell phone and the employee uses it for a personal call, they are in violation of Employee Handbook Ethics policy. With this system, the issue would be resolved. **Councilor Forster** requested clarification of radios that were being used by the water department in their vehicles. With these radios being used, is there a need for a cell phone? **Wyntergreen** confirmed the cell phones are necessary as the water treatment and wastewater treatment plants can be monitored and adjusted via a cell phone that includes a data plan. **Councilor Sandusky** commented it appears Verizon has the best coverage for the county and if we can save $6,000 per year instead of $3,000 it should be considered. **Wyntergreen** stated he just received the Verizon information today. He has not yet figured out how to structure the plan. **Councilor Martin moved to wait until the Verizon option is thoroughly reviewed and then move forward with a final decision. Councilor Sandusky seconded. After further clarification on how to proceed with Charter, the Council asked that Wyntergreen bring back a resolution to the 10/3/2011 meeting that would use the Verizon approach. The motion carried unanimously by Council seated. Wyntergreen** requested clarification – to also proceed with the other elements and proceed with Charter to get the landlines cleaned up. It was agreed.

LEGISLATIVE:

1. ORDINANCE: FIRST READING OF NAMING NORTH MAIN AVENUE—
Councilor Henson moved to read an Ordinance providing for the naming of that portion of the US Highway 101 Right-Of-Way North of Hoquarton Slough, South of Wilson River and the City Limits line, located within the City of Tillamook, Tillamook County, Oregon, and repealing all ordinances and parts of ordinances in conflict herewith by title only. Councilor Forster seconded. The motion carried unanimously by Council seated. City Recorder Sorensen read the ordinance by title only.

2. ORDINANCE: SECOND READING OF ALLEY VACATION—
Councilor Harris moved for a second reading of an Ordinance providing for the vacation of a Tillamook City Alley within block 3 of the Maple Grove Addition located within the City of Tillamook, Tillamook, County, Oregon by title only. Councilor Martin seconded. The motion carried unanimously by Council seated. City Recorder Sorensen read the ordinance by title only. **Councilor Martin moved that we adopt the ordinance. Councilor Forster seconded. The ordinance was adopted unanimously via roll call:**

Councilor Joe Martin	**Aye**	**Councilor Steven Forster**	**Aye**
Councilor Matthew Harris	**Aye**	**Councilor John Sandusky**	**Aye**
Councilor Cheryl Davy	**Aye**	**Councilor Doug Henson**	**Aye**

COUNCIL CONCERNS:—**Non-Agenda Items**

Councilor Sandusky noted several visitors commented on how nice the hanging flower baskets look throughout the downtown area.

Councilor Henson has dogs for sale. Pat on the back to Tillamook Urban Renewal Agency for the painting of the Beals Building. The corner of Third and Main is looking nice – thank you!

MONTHLY REPORTS:

1. CITY RECORDER—
   - Revenue and Expenditure reports are attached
   - Received check from Credits, Inc. – Municipal Court collection agency

- Terminals for taking credit cards for City payments has increased in usage
- Public Works Technical position closed on Friday
- City Recorder position closes on September 30th
- In final arrangements for the League of Oregon Cities conference

2. **MAYOR'S REPORT—**
   - Bernadette Sorensen, City Recorder, will be given a special award from the Oregon Recorders Association on Friday night. It is the President's award. She has worked very hard for the City.

COMMITTEE REPORTS:

1. **URBAN RENEWAL AGENCY—Councilor Sandusky** advised they met last week and discussed the progress of the painting of the Beals Building downtown. This was an Urban Renewal Loan and Grant project. They are attempting to interest other business owners who might have buildings that need TLC to consider submitting an application for that program. TURA also reviewed proposed contracts with a consultant who will help the Agency readjust district boundaries. **City Manager Wyntergreen** stated the contract was finalized today.

STAFF COMMUNICATIONS/CORRESPONDENCE/DISCUSSION:

Councilor Martin briefly discussed a letter received from the courthouse regarding parking spaces in front of City Hall and the Courthouse. He would like to maintain parking spaces in front of City Hall so people can come into City Hall to do their business.

AUTHORIZATION TO PAY BILLS:

A copy of the Computer Check Proof List of 9/15/2011 is attached and by this reference is made a part of the record. **Councilor Martin moved to pay the bills. Councilor Forster seconded. The Motion carried unanimously by Council seated.** Bills were paid in the following total amount:

GENERAL CHECKING ACCOUNT

A/P Batch 09/08/2011	**Check # 31193 - 31196**	**$**	**6,274.16**
A/P Batch 09/14/2011	**Check # 31197**	**$**	**47,249.25**
A/P Batch 08/31/2011	**Check # 31198 - 31265**	**$**	**76,194.68**
A/P Batch 09/06/2011	**Check # 31266 – 31268**	**$**	**20,874.51**

ADJOURNMENT:

There being no further business Mayor Suzanne Weber adjourned the meeting at 8:03 p.m.

APPROVED:

Suzanne Weber 2-6-2012

Mayor **Date**

ATTEST:

Abigail Timothy 2/6/12

City Recorder **Date**