CITY OF TILLAMOOK

City Hall, 210 Laurel Avenue

City Council Meeting Minutes

Tuesday September 4, 2012

VII. WORKSHOP—Oregon STIP Funding Options

VIII. EXECUTIVE SESSION—ORS 192.660(2)(h)—Legal Counsel/Pending Litigation

IX. CALL TO ORDER

Mayor Weber called to order the regular meeting of the **Tillamook City Council** at **7:00 p.m.** on **Tuesday, September 4, 2012** in **City Hall at 210 Laurel Avenue in Tillamook, Oregon**.

X. ROLL CALL

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

Mayor Suzanne Weber
Councilor Joe Martin
Councilor Matt Harris
Councilor Cheryl Davy
Councilor John Sandusky
Councilor Doug Henson

Absent: Councilor Steven Forster (Excused)

Staff Present:

Paul Wyntergreen, City Manager
David Mattison, City Planner
Abigail Donowho, City Recorder

XI. AGENDA

The posted agenda for the meeting of September 4, 2012 is attached and by this reference is made a part of the record.

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

a) Special A/P Batches for 08/31/2012 Proof List (Exhibit A)

XIII. MINUTES

Council minutes for the August 20, 2012 Regular City Council Meetings were provided in Council Packets. **Councilor Martin moved to approve the minutes for August 20, 2012 as submitted. Councilor Sandusky seconded. The minutes were approved as submitted in Council packets unanimously by Council seated.**

XIV. PRESENTATIONS

a) **<u>Beautification Award</u>—Mayor Weber**

b) **<u>Third Street Update</u>—Tillamook County Public Works Director** thanked all of the citizens and businesses who have been patient throughout construction on Third Street this summer. The utility conflicts have been resolved. She commended City employees Arley Sullivan, Tim Lyda, and Shawn Burge' for their excellent work on the project. Currently, the subgrade is being worked on. On September 9th the curbs will be started, andpaving is scheduled September 19-26th. Paving will begin on the east end to the west end to keep the project in good shape as the trucks come and go. The traffic flow will be opened to two-way traffic after paving. Street lights are in place, and the flow system for the storm water is in place. With school starting, she encouraged safe travel through the construction zone. Businesses are still open—please continue to support them. She asked the Council for questions regarding the project. **Councilor**

Sandusky asked how long the paving will take. **Welch** stated that the goal to complete paving is September 26th. **Mayor Weber** asked about the process of curbs and paving as well as the reasoning behind starting on the east end rather than the west end. **Welch** explained that the sequencing of the paving is a priority in the direction of paving.

XV. **CITIZEN COMMENT-None**

XVI. **NEW BUSINESS**

a) **Public Works Committee Recommendations**

a. **Bus Stop at Champion Park Apartments—City Manager Wyntergreen** called attention to the memo included in the packet regarding the Tillamook County Transportation District. The request included came from a petition of the residents in the complex. The Public Works Committee recommends approval of the shelter bus stop installation. **Councilor Sandusky moved to approve the Transportation District's request for the sheltered bus stop on the west end of the Champion Park Apartments. Councilor Harris seconded. Motion carried unanimously by Council seated.**

b. **Loading Zone on the south end of Beals Alley—City Manager Wyntergreen** introduced the item stating that it is a pedestrian oriented alley. The Public Works Committee recommended that the south end of the alley be approved as a loading only zone for goods to be off-loaded, without long-term parking. **Councilor Harris moved to designate the south end of Beals Alley as a loading only zone. Councilor Sandusky seconded. Motion carried unanimously by Council seated.**

c. **One-Way Street Reconfiguration—City Manager Wyntergreen** explained the segments of one-way streets on the west end of town between First and Third Streets. The Public Works Committee recommended the Council set a hearing to review the one-way street reconfiguration proposal. **Councilor Henson** noted that this had been addressed in the past and the one-way streets had been changed and undone because of public comment after implementation. He believes it will make traffic less confusing. **Henson** also noted they should speak with Chief Wright regarding the changes. **Wyntergreen** said he spoke with Chief Wright and his main concern was exiting from Ivy onto Third Street. It would work best as a *right-turn only*. **Mayor Weber** noted that the business owners will be notified for the hearing. The Council agreed that this should be brought forward as a public hearing. The hearing was set for September 17, 2012.

d. **Truck Route Ordinance—Mayor Weber** addressed the recommendation for a hearing on the Truck Route Ordinance number 1269. **City Manager Wyntergreen** added that the notice should be more general for the community. The Council agreed to have a public hearing on October 1, 2012 regarding the Truck Route Ordinance.

b) **Matching Funds for Holden Creek Study—City Manager Wyntergreen** addressed the Council regarding last week's meeting with a Hydrogeomorphologist. The information regarding his findings was included in the packet. The technical memo did not prioritize anything. **Wyntergreen** sat down with Lisa Phipps to discuss the next steps in the project to prioritize the options at Holden Creek. The additional cost for the study and list will be $4800.00. The Estuary Project is willing to pay half. **Wyntergreen** asked the Council if they would like to fund the project and addressed where the funding could come from. After much discussion of the Council, **Councilor Sandusky moved to find $2,400.00 to use to further the formation of a plan for Holden Creek. Councilor Harris seconded.** More discussion and public comment followed. **Tilda Jones** from TBHEID addressed the Council with her concerns regarding the Council utilizing a manufactured process to further the project. It was clarified that this study would lay the groundwork for further action and at Holden Creek. **Motion carried unanimously by Council seated.**

XVII. PENDING BUSINESS

a) **Aero Vironment Electric Car Charging Station Request for Five Spaces—City Manager Wyntergreen** stated that there are two separate car charging stations in the works. The first is underway, and this is a second request from Aero Vironment to place a station on the City lot at the corner of Ivy and Third. This charging station would consume more spaces—five instead of three spaces. Discussion followed. **Councilor Henson moved to deny the request of Aero Vironment to utilize 5 spaces at the aforementioned parking lot. Councilor Martin seconded. Councilor Harris** added that he would be in favor if the project materialized elsewhere. **Henson** added that he does support the car charging stations, but the amount and location are not ideal for this project. **Motion carried unanimously by Council seated.**

b) **One-way Street Reconfiguration**—This item was addressed with the Public Works Committee recommendations.

XVIII. COUNCIL CONCERNS-None

XIX. MONTHLY REPORTS

a) **Police Chief—Police Chief Wright's** report was included with the Council packets. **Mayor Weber** noted that Kurt Vanderhoff has started the academy. **City Manager Wyntergreen** added that James Harrell has been sworn in as a police officer for the City. The Police Department is only down one officer. **Mayor Weber** added that the police now have an area to store stolen bicycles at the new City Shop property.

b) **City Planner—City Planner Mattison's** monthly report was included with Council packets. **Wyntergreen** added that the timeline is aggressive for the changes the Planning Commission is working on. He asked that the Council keep an eye out for the many projects coming to the Council soon. Planning Commission hearings will be in November and the Council will be able to review the recommendations in December. Council goals will be met through this process.

c) **Public Works Director—Director Sullivan's** monthly report was included in Council packets. **Wyntergreen** added that Public Works Director Sullivan was able to secure the grant funding for the 9th Street Park project.

d) **City Manager—City Manager Wyntergreen** told the Council that a lot of good things and changes are happening. Today he received a message regarding North Coast Lawn doing maintenance on Sue H. Elmore Park. Human Resources have been bustling. Dave Kyte is now on board for the Public Works Department. **Wyntergreen** attended the LGIP conference last week. He said that the salary schedules are being worked on and coming along. Terra Wilcoxson with the RARE program will be coming on board on September 10th. She will have many projects to work on for the eleven months she is contracted through RARE. The City is looking at refinancing water bonds through local banks for better rates. Storm Drain Master Plan was recently adopted and is going to be put into an SDC package. The DEQ cross-connection issues are being addressed as well. Recycling goals are moving forward. The Chamber of Commerce agreement is finished. The Farmer's Market contract will be up for revision soon. The LOC Conference is at the end of the month and voting delegation will need to be addressed. **Mayor Weber** added that Councilor Sandusky would be a good voting delegate as Council President and Councilor Forster as an alternate and assigned these roles for the Conference.

e) **Mayor—Mayor Weber** announced that the Farmer's Market has been gathering lots of data. Wesley Stirt is to be congratulated for becoming an Eagle Scout. One of the City employees, Bryan Durbin, has hit a milestone of 15 year of service with the City and will be recognized at the next meeting. The Nazarene Church's 100th year anniversary will have lots of activities happening on September 9th. She thanked Terry Phillips from North Coast Lawns for volunteering to care for Sue H. Elmore and mowing the City Lawn. He has also been maintaining the TURA parking lot. She added that the SOLVE clean up will happen on

September 8th at the Netarts Spit. She noted all of the committee meetings coming up and expressed her appreciation for the Councilors.

XX. CORRESPONDENCE

Mayor Weber noted the correspondence in the packet.

XXI. 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 amounts:

GENERAL CHECKING ACCOUNT

BATCH TYPE	DATE	CHECK RANGE	AMOUNT PAID
Special Batch	08/21/2012	32652	$3,200.00
Special Batch	08/24/2012	32653	$7,088.67
A/P Batch	08/30/2012	32654	$155.29
Special Batch	08/30/2012	32655-32690	$47,746.90
Special Batch	08/31/2012	91112	$2,699.17

XXII. ADJOURNMENT

There being no further business, **Mayor Weber** adjourned the meeting at **8:15 p.m.**

Minutes approved by:

Suzanne Weber Sept. 17, 2012

Suzanne Weber, Mayor Date

Minutes submitted by:

Abigail Donowho

Abigail Donowho, City Recorder Date