



**Regular City Council Meeting
February 12, 2013
MEETING MINUTES**

CALL TO ORDER Mayor John Kinsky called to order the Regular Meeting of the Banks City Council at 7:05 PM. Present were: Pete Edison, Rob Fowler, Brian Biehl, Christy Greagor, Craig Stewart, Mark Gregg, and Mayor Kinsky.

Staff present: Interim City Manager Jolynn Becker and Interim City Recorder Angie Lanter

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPEARANCE OF INTERESTED CITIZENS – None

CEREMONIAL PRESENTATIONS & PROCLAMATIONS

1. Councilor Swearing-in Presentation – Christy Greagor (Position CC-6) was sworn in by Interim City Recorder Angie Lanter.
2. Certificate of Appreciation – Sam VanDyke (Planning Commission) Mayor Kinsky recognized Mr. VanDyke for his eight years of service on the Planning Commission.
3. Certificate of Appreciation – Rodney Jacobs (Budget Committee) Mayor Kinsky recognized Mr. Jacobs for his service on the Budget Committee and continued service on several other committees.
4. PGE – The Biggest Energy Loser – Proclamation presentation by Mark Fryburg with PGE and Ed Wales from Energy Trust Mr. Fryburg commended the City of Banks and its businesses for its successful energy conservation efforts and saving the more kilowatt hours (kwh) than North Plains in the contest, a total of 79,257 kwh. Mr. Wales acknowledged the City's leadership for its long term efforts in saving energy, noting the 13% return on the City's investment for the solar panels. Mayor Kinsky acknowledged all the work done by City Staff to achieve such success.
5. National Fix-a-Leak Week Proclamation – Mayor Kinsky announced Banks Fix-a-Leak Week would be March 18-24, 2013, adding that the City has partnered with Malmedal and Five Star Plumbers, who will donate the first half hour of service on calls involving proactive water conservation measures that week.

BRIEFINGS AND PROGRAMS

6. Police Monthly Briefing – Deputy Hanlon presented the police report for January 2013, noting the number of incidences had declined. He also reviewed the Annual 2012 Police Report via PowerPoint.
7. Planning Commission Liaison – Planning Commissioner Melissa Aurand reported that the Commission's regularly scheduled January meeting was a joint work session with City Council. Michael Nelson was elected Vice-Chair.

CITY REPORTS

8. City Manager Report – Interim City Manager Jolynn Becker presented the City Manager Report, reporting on various water leaks that were repaired; the Water Operation and Maintenance Manual, which reflects what the City is actually doing, including scheduled tasks and an Emergency Response Plan; and the Tualatin Valley Scenic Bikeway. K.J. Won was researching whether he could stay on at the City for another 30 days without getting his certification reissued. The 4th Budget Committee meeting date was corrected to April 19th, and would be held only if needed.
Mayor Kinsky suggested the City consider doing a leak detection study throughout the system, which has not been done since 2009. He noted the City might be able to work with Washington County or the City of Hillsboro for assistance.
Mayor Kinsky and Councilor Stewart agreed to be on the interview panel for the new city planner. The city planner from the City of Cornelius would also be on the panel.

CONSENT CALENDAR:

9. City Council Meeting Minutes – January 8, 2013
10. Shall the City Council recommend approval of 2013 OLCC License Renewals to the OLCC Board? (CL 2013-04)

Councilor Stewart moved to approve the Consent Calendar as presented. Councilor Biehl seconded the motion. MOTION CARRIED 5-0. Ayes: Edison, Fowler, Gregg, Biehl, and Greagor; Nays: None. Councilor Stewart was absent for the vote.

BUSINESS AGENDA

Public Hearing– None

Regular Business

11. City Council discussion on amending the Banks Municipal Code revising the contracting procedures? Mayor Kinsky recalled that both Jim Hough and Jim Lucas had been considering the revisions to make engaging in contracts easier for the City. Paul Elsner with Beery Elsner explained how the State's adopted standard procedures can be used for all public contracts, noting adjustments could be made that add administrative costs. Following discussion, Beery Elsner would merge items from the City's financial policy and include the exceptions already specified by Council into a template already used by other jurisdictions. A draft resolution and the contracting rules would be presented for review and adoption in March.
12. Shall the City Council adopt an Ordinance amending the Banks Municipal Code revising the Zoning Codes for new residential zoning districts and design standards? (First reading) (CL 2013-05) Ms. Becker briefly noted the changes made. Council deferred this item to next month because the Ordinance was not available.
13. City Council discussion on the direction of the revision of the Water Meter Shut-Off Ordinance. Ms. Becker confirmed Beery Elsner would help draft a policy stating that if a property owner had an unforeseen event requiring them to shut the water off themselves, and the City water meter or water line is damaged, the property owner would be responsible for the repair. Paul Elsner stated Council could opt to have the policy in the ordinance or state in the ordinance that rules and regulations would be adopted that give Staff the authority to implement the policy. City Council consented to have ordinance language stating that the City would adopt a policy that regulates implementation.
14. Shall the City Council approve the Mayor's recommendation for the City Attorney search? (CL 2013-06) Mayor Kinsky tabled this item until next month because no firm recommendation yet existed. He noted Councilor Edison had suggested the Council vote on the selection of the city Attorney from a list of candidates.

Councilor Edison moved to approve a contract with Attorney David Noren to represent the City in litigation with the League of Oregon Cities. Councilor Biehl seconded the motion. MOTION CARRIED 6-0. Ayes: Edison, Fowler, Gregg, Biehl, Greagor and Stewart; Nays: None.

COUNCIL ROUND TABLE DISCUSSION

Councilor Edison noted the Welcome to Banks sign on Highway 6 was knocked over. He announced that a recent \$2,000 donation for the library expansion resulted in \$11,300 being raised, exceeding the \$10,000 goal. Extra fund would help with grant writing efforts. Ms. Becker noted the Banks sign is in ODOT's right-of-way, so ODOT must make the repairs.

Councilor Fowler reported Sunset Park recently lost more trees and suggested that the Tree Board consider planting trees during the Arbor Day celebration, which would also satisfy the Tree City requirements.

Councilor Greagor noted information distributed to Council regarding the North Coast State Forest Coalition. Following a brief introduction by Coalition members, Council agreed to hear their presentation during the work session on March 12, 2013.

Mayor Kinsky stated that criteria and a nomination process need to be developed for the Jim Hough Citizen Award and requested the item be included for discussion at the March work session. The award would recognize people, whether citizens or from the surrounding community, who have helped the City of Banks.

Ms. Becker announced that Dianne Olsen has had to reduce her work schedule for medical reasons so the City is in the process of hiring a temporary water billing clerk.

ADJOURN The meeting adjourned at 8:15 p.m.

Submitted by:

Angie Lanter – Interim City Recorder