



**Regular City Council Meeting  
January 14, 2014  
MEETING MINUTES**

**CALL TO ORDER** Mayor Pete Edison called to order the Regular Meeting of the Banks City Council at 7:02 PM.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**ROLL CALL**

Present were: Mayor Pete Edison, Christy Greagor, Brian Biehl, Rob Fowler, Michael Nelson, and Dan Keller. Mark Gregg was excused.

Staff present: City Manager Jolynn Becker, City Recorder Angie Lanter, City Attorney Dan Kearns

**APPEARANCE OF INTERESTED CITIZENS – None**

**CEREMONIAL PRESENTATIONS & PROCLAMATIONS**

1. Holiday Lighting Contest Winners – Ray Deeth thanked City Council for their continued financial support of the Holiday Lighting Contest, noting that several businesses also contributed. He announced the contest winners as follows: 1<sup>st</sup> Place: Tim O'Connor who received \$130 in gift certificates from local businesses; 2<sup>nd</sup> Place: Les and Arlene Forcier, who received \$100 in gift certificates; and 3<sup>rd</sup> Place: Jeanne Forrest, who received \$90 in gift certificates. All remaining participants would be mailed a letter, thanking them for their participation, as well as a \$10 certificate from a local business.

**BRIEFINGS AND PROGRAMS**

2. Police Monthly Briefing – Deputy Thompson presented the police report for December 2013 and addressed questions from City Council about counterfeiting.
3. Planning Commission Liaison – Planning Commissioner Gene Stout reported on the Commission's November meeting which involved continued discussion on the Land Use Regulations Update and approval of a sign permit for the Dayspring Church on Main Street.
4. City Council Goals Updates
  - a. Tank Maintenance – Councilor Fowler; City Manager Becker stated the tank maintenance check off list was being expanded. Divers would do some tank cleaning this year, which would be alternated with draining and inspecting the tanks. Procedures are also being developed for the cleaning and maintenance for the outside of the tanks.
  - b. Water Meter for Lumber Mill – Councilor Biehl; City Manager Becker updated that the Lumber Mill submitted a request to expand one of its manufacturing buildings and Staff's would recommend to the Planning Commission, as a condition of approval, that the water meter issue be addressed since the property did not comply with the City's water regulations. Staff was waiting for feedback from Kennedy Jenks about whether they agree with using a monitoring system on Banks Road. Staff was still working on getting an easement for the existing vault to protect both the City and property owners.
  - c. Downtown/Main Street Master Plan – Councilor Greagor announced that on January 28<sup>th</sup>, a Joint City Council/Planning Commission meeting would be held on the Master Plan.
  - d. Joint Emergency Planning – Councilor Gregg; City Manager Becker noted this item was addressed in her City Manager's report.
  - e. Complete Zoning Ordinance Changes – Councilor Keller; City Manager Becker stated approval of the changes was expected at the next Planning Commission with recommendations forwarded to City Council about beginning the adoption process.
  - f. Library Phase II – Councilor Nelson stated the Steering Committee was meeting next week and he would provide a report at the next City Council meeting.
  - g. Economic Development Task Force – Mayor Edison reported that successful economic development relies on businesses' input and participation. His goal was to meet with as many businesses as possible next month to talk about their future plans and if they would be interested in participating in an economic development organization. He would explore various economic development strategies, like urban renewal and consider the possibilities of pursuing grant money and what other cities' funding strategies and programs include. Most cities hire an executive director to run the organization and there are a number of ways to afford a director, such as using interns or shared staff with other cities.

## CITY REPORTS

5. City Manager Report – City Manager Jolynn Becker presented the City Manager Report via PowerPoint, which was included in the meeting packet, and responded to clarifying questions from Council about the Public Works Design Standards and a technical assistance grant for Phase II of the Library project with additional comments from Library Director Denise Holmes. A draft Emergency Response Plan was distributed to the Council.

## CONSENT CALENDAR:

6. City Council Meeting Minutes – December 10<sup>th</sup>, 2013
7. Shall the City Council receive the Fiscal Year 2012-2013 Audit (CL 2014-01)
8. Shall the City Council recommend approval of 2014 OLCC License Renewals to the OLCC Board? (CL 2014 -02)  
City Manager Becker noted the City had received an inquiry after the Council packets were created regarding a letter of support for Senator Starr regarding the extension of the Oregon Clean Fuel Program, currently scheduled to end in 2015. The letter was dated January 14, 2014 and materials describing the program were distributed to the Council. The program had been in place since 2009. Council briefly discussed the effectiveness of the program on economic development.

Councilor Biehl moved to approve the Consent Calendar as presented. Councilor Greagor seconded the motion. MOTION CARRIED 5-0. Ayes: Greagor, Biehl, Fowler, Nelson, and Keller; Nays: None.

Mayor Edison asked that the letter of support regarding the Oregon Clean Fuel Program be added to the agenda for further discussion.

## BUSINESS AGENDA

9. Shall the City Council review and adopt Resolution #2014-01, Providing a Standardized and Uniform Rate of Reimbursement for Personal Expenses of City Councilors and the Mayor in Performance of their Volunteer Duties. (CL# 2014-03) City Manager Becker presented the Staff report, describing the purpose of the resolution. She and City Attorney Kearns addressed clarifying questions from the Council. Councilor Greagor moved to adopt Resolution #2014-01, Providing a Standardized and Uniform Rate of Reimbursement for Personal Expenses of City Councilors and the Mayor in Performance of their Volunteer Duties. Councilor Biehl seconded the motion. MOTION CARRIED 5-0. Ayes: Greagor, Biehl, Fowler, Nelson, and Keller; Nays: None.
10. Shall the City Council review and adopt Resolution # 2014-02 establishing a Donation Acceptance Policy. (CL 2014-04) City Attorney Kearns reviewed the background regarding the proposed resolution, provided examples of how the policy would apply in certain situations, and noted Staff's proposed amendment, shown in red, exempting any donations to the library because established policies for gifts and donations already exist. Council discussed having a report to know what donations come in and how they are dispersed. Any donations would be presented in the City Manager's report and accounted for in the budget cycle. Councilor Keller moved to adopt Resolution # 2014-02 establishing a Donation Acceptance Policy as modified. Councilor Greagor seconded the motion. MOTION CARRIED 5-0. Ayes: Greagor, Biehl, Fowler, Nelson, and Keller; Nays: None.
11. City Council revisit the primary contacts for Col-PAC and NWACT. Mayor Edison explained that the Col-PAC and NWACT meetings occur in the same location on same day every two months so having separate contacts committed for these meetings did not seem rational. Both Mayor Edison and Councilor Greagor had scheduling challenges and it was important for the City to be represented and involved. Following a brief discussion, Councilor Greagor became the primary contact for both organizations with City Manager Becker as alternate.

The following item was added to the agenda.

12. Shall City Council endorse Senator Bruce Starr's Letter of Support regarding the Oregon Clean Fuel Program? The Council and City Attorney Kearns discussed the lack of information presented in the letter of support or fact sheet and reviewed the elements and consumer protection measures included in the letter. Councilor Gregg stated that while he believes in protecting the environment, he believes global warming is a myth and he did not buy into green energy, necessarily, doing anything for the economy. Councilor Biehl moved that the City Council endorse Senator Bruce Starr's Letter of Support regarding the Oregon Clean Fuel Program. MOTION DIED FOR LACK OF A SECOND. Mayor Edison noted that due to a lack of information, the City Council was hard pressed to make a decision. City Recorder Angie Lanter agreed to email Senator Starr's office regarding the Council's decision.

Public Hearing – None

Regular Business

## COUNCIL ROUND TABLE DISCUSSION

Councilor Biehl stated that he believes in global warming, and that the evidence is obvious.

Councilor Keller said he wanted to find something to increase the city's movability. Years ago, he noted how the train's noise was a big buying decision for one prospective home buyer. He wanted to try to address this issue, especially given the city's growth potential, and see about partnering with the lumber mill or P&W about coordinating pick up and travel schedules.

Perhaps, crossing safety could be improved through other means to prevent having the train whistle blowing through town. City Manager Becker stated she would get information for the next Council meeting from her local P&W contact.

Councilor Greagor thanked everyone for attending the Christmas Tree Lighting, which was a fun event in spite of the weather. Vandalism at Greenville Park was a big concern. The Park, Recreation and Tree Board discussed having Deputy Hanlon or the Mayor put an article in the next Washington County newsletter about the damage in the park and explain that the new items were because of damage. The items replaced could be listed along with the cost and people asked to costing to report any vandalism that they see. The deputy does patrol the park, and the Parks Board has discussed installing security cameras. Suggestions included offering a reward to those reporting vandalism.

City Recorder Lanter asked the Councilors to sign and return the form found in the back of the City Council Handbook.

City Manager Becker reported on a meeting she attended regarding the Council Creek Trail, noting that extending the trail into Banks was being studied. One discussion regarded the selling of a portion of tracks to P&W and having the trail run alongside the tracks providing a south-north route through Banks that would connect to the Banks Linear Trail. The trail would come out at Highway 6, near Wilkesboro Road or Aerts Road. The actual Council Creek Trail route has not been confirmed, but having such a trail would be a great opportunity to get bikes off the road.

Mayor Edison believed having the trail alongside the track would be great for the City of Banks, even if it was not part of the Council Creek Trail, so it would be good to pursue such a facility. He stated that he had a great time at the Holiday Party and expressed appreciation for Michelle's work in putting it together. The State of the City Speech went well. Chairman Duyck was in attendance and he had the rare opportunity to talk with him one-on-one after the meeting. He noted he had talked with Dan at the Lumber Mill who said they never know when a train will show up, so it did not seem like they had any control over its schedule.

City Manager Becker stated the City had received notice from the Washington County Sheriff's Office that this year's increase for services would be less than 2 percent, compared to the 8 percent increase from last year.

**ADJOURN** The meeting adjourned at 8:35 PM

Submitted by:

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Angie Lanter – City Recorder