



**Regular City Council Meeting
July 8, 2014
MEETING MINUTES**

CALL TO ORDER Mayor Pete Edison called to order the Regular Meeting of the Banks City Council at 7:06 PM.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

Present were: Mayor Pete Edison, Brian Biehl, Michael Nelson, Dan Keller, and Rob Fowler. Teresa Branstitre was sworn in after Roll Call. Mark Gregg was excused.

Staff present: City Manager Jolynn Becker, Library Director Denise Holmes, City Attorney Dan Kearns, City Planner Stacey Goldstein.

The City Council addressed Regular Business Item 9 at this time.

Regular Business

9. Shall the City Council interview and appoint Ms. Teresa Branstitre to City Council Position #CC6 (Term will expire December 31, 2016)? (CL 2014-39) Ms. Branstitre reviewed her history of service to the community, which included being mayor and a city councilor in Banks and serving on different boards and commissions.

Councilor Biehl moved to appoint Ms. Teresa Branstitre to City Council Position #CC6. Councilor Keller seconded the motion. MOTION CARRIED 4-0. Ayes: Biehl, Nelson, Fowler, and Keller; Nays: None.

Ms. Branstitre was sworn in as City Councilor by City Manager Jolynn Becker.

APPEARANCE OF INTERESTED CITIZENS – None

CEREMONIAL PRESENTATIONS & PROCLAMATIONS

1. National Night Out Proclamation – Mayor Edison read the Proclamation declaring August 5, 2014 as National Night Out. City Manager Becker reported on the activities planned for the event.

BRIEFINGS AND PROGRAMS

2. Police Monthly Briefing – Deputy Hanlon presented the police report for June 2014, noting that the number of incidents and public demand calls were similar to June 2013. The citations noted included several parking citations by trailhead. The 4th of July went well and was fairly quiet until the fireworks show began. There was a big, but good crowd, and other than two DUI's, there were no incidents or disturbances. Traffic was a challenge when everyone was leaving town. Extra officers were present from Washington County, which was at no cost to the City. Discussion included the responses and response times to calls during "off" or "non-contracted" hours, which are prioritized. Drive time for the officers is also a factor given the size of the west end of Washington County. Councilor Keller wanted to learn more in order to consider performance and possibly shifting or expanding the officers' hours to cover those off timeframes.
3. Planning Commission Liaison – Planning Commissioner Gene Stout reviewed the actions and discussion topics of the June 24th meeting, which included approval of a Conditional Use Permit for the Banks Veterinary Service and a lengthy discussion about the changes Council made to the "shall not exceed" language related to open space requirements in the recent Code amendments. The Commission was concerned that Council did not know the background leading to its recommendation and sought to hold a work session with Council to discuss the matter and avoid further confusion about the role of the Commission.

4. City Council Goals Updates

- Prepare new goals for City Council Retreat in October 2014. Mayor Edison noted the list of goals and projects created last year, some of which would be removed or replaced. He reminded the Councilors to bring the three goals they believe are most important to discuss at the retreat. He also suggested having a Council member fill the vacant position on the Park, Recreation and Tree Board.

CITY REPORTS

5. City Manager Report – City Manager Becker presented the City Manager Report via PowerPoint, which was included in the meeting packet. She reported that a new water valve might be needed near the lumber mill parking lot on Sunset Ave as it could not be located and could cost several thousand dollars to replace. At the next Council meeting, Kennedy Jenks would present recommended modifications to the Capital Projects List as part of the Water System Master Plan update. This work would help inform the upcoming water rate study. Any Councilors interested in attending the League of Oregon Cities Conference in September should contact her. The City Council could expect resolutions in August or September regarding a CDBG grant application to help fund water and road projects in three different areas in the city. Splitting the projects up was a new approach as there might be a better chance of receiving smaller funding amounts over several years rather than one large lump sum. A 50/50 match was required; prompting the need for the water survey to ensure the City could meet that criterion. She clarified that the City was still awaiting plans from the lumber mill regarding the water meter, which were expected within the next week.

CONSENT CALENDAR:

6. City Council Meeting Minutes – June 10th, 2014
7. Shall the City Council approve the City Manager to sign the contract with Blackline, Inc. to perform the street and road repairs that were approved with the MSTIP Contract? (CL 2014-37)
8. Shall the City Council reappoint Ms. Michelle Winters to Library Board Position LB3 (New Term will expire on June 30, 2018)? (CL 2014-38)

This item was added to the Consent Calendar during the work session.

Shall the City Council approve the Clean Water Service sewer connection for Danny & Liz West (42627 NW Cedar Canyon Road, Banks, Or.)?

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

BUSINESS AGENDA

Public Hearing

Regular Business

9. Shall the City Council interview and appoint Ms. Teresa Branstitre to City Council Position #CC6 (Term will expire on December 31, 2016)? (CL 2014-39) This item was addressed following Roll Call.
10. Shall the City Council adopt Resolution #2014-12 for an Emergency Operations Plan? (CL 2014-40) City Manager Becker reviewed the key components of the document, noting the Emergency Plan had been well vetted with the Washington County Sheriff's Office and Emergency Services, Banks Fire Department, and the school district. Tabletop exercises would be used to practice and ensure proper implementation of the Plan's process; creating annual exercises was the goal. City Councilors were welcome to participate. Councilor Keller moved to adopt Resolution #2014-12 for an Emergency Operations Plan. Councilor Nelson seconded the motion. MOTION CARRIED 5-0. Ayes: Biehl, Nelson, Fowler, Keller, and Branstitre; Nays: None.
11. Shall the City Council review the FY 2014-2015 Budget Document Summary? Jacques Livingston, Budget Specialist, reviewed the key elements of the Budget Document Summary, which he created based on best practices from the Government Finance Officers Association (GFOA), noting the summary made the budget information more accessible, transparent, and useful to both Council and Staff. City Manager Becker said Council would discuss whether to replace the existing budget document with the summary, which was easier to read.
12. Shall the City Council select the City's top 4 Legislative Priorities for the League of Oregon Cities? City Manager Becker requested that City Council mark and submit their top four priorities from the list provided in the packet by end of next week.
13. Shall the City Council adopt Resolution #2014-13 adopting a Policy Governing Extra-Territorial Water System Extensions and Service Connections? (2014-41) City Attorney Kearns explained the policy regarded the City's response to requests for water service outside the city limits, both within and outside

the urban growth boundary (UGB). Two small changes were made to the guidelines which were distributed to Council. He responded to several questions and scenarios presented by Council related to providing water service.

Councilor Keller moved to adopt Resolution #2014-13 adopting a Policy Governing Extra-Territorial Water System Extensions and Service Connections. Councilor Fowler seconded the motion. MOTION CARRIED 5-0. Ayes: Biehl, Nelson, Fowler, Keller, and Branstitre; Nays: None.

COUNCIL ROUND TABLE DISCUSSION

Mayor Edison welcomed Councilor Branstitre. He reported that during the 4th of July fireworks show, Greenville Park's sprinklers came on, which caused problems for many people. He extended a heartfelt apology from himself and on behalf of the City. With regard to the Planning Commission Liaison and City Council's change to the open space requirement language, he assured there was no intent to undermine the work done by the Planning Commission. He believed everyone at that Council meeting saw the change purely as a clarification and he welcomed further discussion with the Planning Commission in the future. He stated that the Library fundraising campaign would be making some headway this month and start kicking into gear. He believed the campaign was going in the right direction.

ADJOURN The meeting adjourned at 8:25 PM

Submitted by:

Angie Lanter – City Recorder