



**Regular City Council Meeting  
February 9, 2016  
MEETING MINUTES**

**CALL TO ORDER** Mayor Pete Edison called to order the Regular Meeting of the Banks City Council at 7:43 PM.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**ROLL CALL**

Present were: Mayor Pete Edison, Teri Branstitre, Mark Gregg, Brian Biehl, Dan Keller, Mark Walsh, and Michael Nelson.

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

**APPEARANCE OF INTERESTED CITIZENS** – None

**CEREMONIAL PRESENTATIONS & PROCLAMATIONS** – None

Mayor Edison added the liquor license application for Hop Cycle Brewing Company to the Consent Agenda.

Add Time stamps regularly

**BRIEFINGS AND PROGRAMS**

1. Police Monthly Briefing – Deputy Hanlon presented the police report for January 2016. He confirmed that he had received no calls about a large, wolf-like dog seen north of town.
2. Planning Commission Liaison – Planning Commission Chair Gene Stout reported that at the Planning Commission's January meeting, the Commission had a lengthy discussion about a proposal from the City Engineer to change the length of cul-de-sacs from 500 ft to 400 ft in the City's Code.
3. City Manager Becker described the history regarding the proposed change. Chair Stout announced that Phillip Darrah had joined the Planning Commission, which was now fully staffed.
4. Economic Development Commission Liaison – Councilor Walsh reported on the Economic Development Commission's (EDC's) second meeting, noting that EDC Chair Rachel Nelson did an excellent initial draft of the document a summary of the economic development plans that had been executed in the city since 1999. She also clarified that each Commission would have to take a participatory role. The EDC's first goal was to develop an economic strategic plan to be approved by the City Council, and from that create both short-term, 6 to 12 month, and long-term, 2, 5, and 10 year, action plans for the future. City Manager Becker confirmed City Council would receive copies of the document. She explained the EDC was an advisory board that would make policy recommendations to the Planning Commission and City Council. One goal of the EDC would be to review the Code, namely land use regulations and processes, to see about making them friendlier to businesses. The City's existing business licensing and regulations were already pretty simple and inexpensive. She confirmed the connection between the EDC and Col-PAC had not yet been discussed, but would be during Council Committee Assignments.

**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 on the emergency management meeting held with the Banks School District, Fire Department, and Washington County, noting plans were made for an exercise to test the Emergency Response Plan with an earthquake event in mid to late August and that Council would be involved in this event. She noted the February 23<sup>rd</sup> date for the Joint City Council Planning Commission work session was tentative and that Staff intended to discuss urban renewal.

**CONSENT CALENDAR:**

- 6. City Council Meeting Minutes – January 12<sup>th</sup>, 2016.
- 7. Shall the City Council approve correction of the scrivener’s error in Ordinance #2015-07-02? (CL 2016-09)
- 8. Shall the City Council approve a Tree Removal Application submitted by John Zimmerman for property located at 13020 NW Scottston Terrace? (CL 2016-10)

This agenda item was added to the Consent Calendar at the beginning of the meeting.

- 9. Shall the City Council approve an Oregon Liquor Control Commission (OLCC) application for Hop Cycle Brewing Co., 13965 NW Main St, Banks, OR 97106?

Councilor Biehl moved to approve the Consent Calendar. Councilor Gregg seconded the motion. MOTION CARRIED 6-0. Ayes: Branstitre, Gregg, Biehl, Keller, Walsh and Nelson; Nays: None.

**PUBLIC HEARING – None**

**BUSINESS AGENDA**

- 10. Shall the City Council approve and adopt Ordinance #2016-01-01 amending the City of Banks Water Curtailment Plan in the City of Banks Code of Ordinances? (Second Reading and Final Adoption) (CL 2016-11) City Attorney Kearns stated no changes had been made from the First to Second Reading. Councilor Gregg moved to conduct Second Reading and adopt, by title only, Ordinance #2016-01-01 amending the City of Banks Water Curtailment Plan in the City of Banks Code of Ordinances (CL 2016-11). Councilor Biehl seconded the motion. MOTION CARRIED 6-0. Ayes: Branstitre, Gregg, Biehl, Keller, Walsh and Nelson; Nays: None.

- 11. Shall the City Council adopt Ordinance No. 2016-01-01-02 amending the Urban Forestry Code? (Second Reading and Final Adoption) (CL 2016-12) City Attorney Kearns confirmed no changes had been made from the First to Second Reading.

Councilor Gregg moved to conduct Second Reading and adopt, by title only, Ordinance No. 2016-01-01-02 amending the Urban Forestry Code. (CL 2016-12) Councilor Branstitre seconded the motion. MOTION CARRIED 6-0. Ayes: Branstitre, Gregg, Biehl, Keller, Walsh and Nelson; Nays: None.

- 12. Shall the City Council approve a Local Option Levy Ballot Measure Draft Statement for the May 2016 general election? (CL 2016-13) Staff distributed suggested changes to the Draft Statement and suggested replacing the statement after the Question as follows, “This measure ~~may cause property taxes to rise more than 3%.~~ **renews the current local option taxes.**” City Attorney Kearns agreed to check with the elections official to confirm the newly proposed language was applicable/permitted. City Manager Becker confirmed that if the levy failed, the city’s police services would be significantly reduced, similar to the six months in 2005, because Washington County would only respond to Priority 1 and 2 calls. Following discussion about the phrasing of the sentence in Line 5 of the Summary, Council agreed the sentence should state, “The city will be without dedicated City police services.” City Manager Becker confirmed that the current police services contract would expire in June 2017 so having the measure on the May 6, 2016 ballot meant there were three election cycles before the contract expired.

Councilor Walsh moved to approve a Local Option Levy Ballot Measure Draft Statement as amended for the May 2016 general election. (CL 2016-13) Councilor Gregg seconded the motion. MOTION CARRIED 6-0. Ayes: Branstitre, Gregg, Biehl, Keller, Walsh and Nelson; Nays: None.

- 13. Shall the City Council adopt Resolution #2016-04, authorizing the purchase of a Public Works Department Utility Truck? (CL 2016-14) City Manager Becker addressed clarifying questions from Council about the truck, its use, equipment accessories and the funding sources. She corrected the new truck was a 2016 GMC truck, not a 2015 GMC as stated in the packet. She recommended funding Option #2.

Councilor Keller moved to adopt Resolution #2016-04, using Funding Option # 2, authorizing the purchase of a Public Works Department Utility Truck. (CL 2016-14) Councilor Walsh seconded the motion. MOTION CARRIED 6-0. Ayes: Branstitre, Gregg, Biehl, Keller, Walsh and Nelson; Nays: None.

- 14. Shall the City Council review and update Council Committee Assignments? Council discussed having a member of the Economic Development Committee (EDC) be the liaison for Col-PAC. Staff would add that discussion to the EDC’s next meeting agenda and Council would continue the discussion next month. Staff confirmed that the EDC, Executive Risk Management Team, and Audit Committee, would be added to the Committee/Meetings list.

## **COUNCIL ROUND TABLE DISCUSSION**

Library Director Holmes updated Council on the Library Capital Campaign and announced that the Ford Family Foundation (TFFF) awarded the library a \$150,000 grant, which was less than the \$200,000 requested because the TFFF did not have the same priorities for alternative energy. The Collins Foundation would do a site visit on Monday and their Board would review a request for \$40,000 on February 15th. She had also requested \$50,000 from Swindells as suggested by Charlie Swindells, \$20,000 from the Oregon Community Foundation and \$20,000 from PGE Foundation, all of which were still pending. While the current \$280,000 total was a bit short, adding an additional \$2,000 from the City would balance the library's budget, and other funding sources might be available. She confirmed solar panels would be installed, noting incentives exist from Energy Trust of Oregon for that expense. About \$27,000 needed to be raised locally, and a wine tasting and silent auction fundraiser would be held in June. Commitments had been made from Sunset Park and Sunset Speedway, but those funds had not been received.

Mayor Edison said he and Councilor Gregg were going to meet with the Arbor Village Homeowners' Association on February 15<sup>th</sup> to discuss the contract to provide maintenance of all the original assets in Greenville City Park. He noted the June 11<sup>th</sup> fundraiser for the library would probably be at David Hill Winery and would include a tent, wine tasting, auction, games, wine sales, and entertainment. He suggested a dinner also and encouraged everyone to participate.

Councilor Keller said the \$180 request from the Fire Department seemed oddly low. He had issues paying for water for a District that was so big. If the City was paying for the water, it should have a policy dictating how to use it. City Manager Becker clarified the City did not pay anything to the Fire District, which was the same relationship as with the School District.

Councilor Nelson stated he served as a volunteer firefighter for the Fire District for more than three years and appreciated that the District kept water usage to a minimum, but he knew a lot of the volunteer firefighters use water for personal use, such as car washing. He believed if the Fire District was only averaging \$30 a month, it should pay it. He agreed that would give the District an incentive not to use more.

Council briefly discussed the Banks Fire District #13's water bill. Staff noted the minimum for a water bill was 400 cu ft, or about 2,800 gallons. The residential charge for 400 cu ft was \$34.85.

Councilor Nelson said he did not believe the No Solicitation document needed to be modified because displaying the sign was a voluntary action by the homeowner. Councilor Gregg sought a definition that was a compromise to avoid handcuffing nonprofits from soliciting, yet keep for profit businesses bothering him. Councilor Nelson responded that was his choice as a private citizen.

City Attorney Kearns explained the most effective way to deal with unwanted solicitation was with a sign and not via Code. The document's purpose was to have itinerant salespeople register, follow the rules, and provide a means for addressing complaints to companies, if needed.

City Recorder Lanter announced that American Legal, the company that does the City's Ordinance book and codification, would be putting the Code online. Codifying would still take place once a year and hard copies would be provided for the Council's books. For \$125 a year and \$10 per adopted Code or Ordinance, American Legal would post the updates within 24-48 hours after receiving the scanned document. City Manager Becker stated the online system would also note if the Code was new or pending. She clarified the matter would not come before Council because the money was already in the budget for it.

City Recorder Lanter reminded that the Statement of Economic Interest (SEI) forms were almost due, adding that everything would now be submitted online and she would send the Councilors a separate email with their login information. The deadline for submission of SEI forms was April 15<sup>th</sup>.

City Manager Becker noted a developer from Quail Valley talked with Staff about developing the property.

Gene Stout said he had heard rumors about the Banks Lumber Company shutting down. The mill has laid off people and was supposedly on the market to be sold, but he has not talked to the owners. The mill was shut down and up for sale, but people were still in the office doing cleanup.

Mayor Edison said he was shocked by the \$4 million for a railroad crossing and having to remove 12 houses. In the original Transportation Systems Plan, a road is penciled in from Aerts Rd, around the golf course, up to Banks Rd which would eliminate the need for a rail crossing. The road, which was necessary for east side development, cost \$5 million in the SDC Capital Projects List, but a crossing was unnecessary. He encouraged everyone to carefully consider the need for a railroad crossing, given the developments with the lumber mill and Salmonberry Trail and the possibility of a portion of the railway inside the city being sold. The golf course paid money to have the study done and wanted action, but everything needed to be considered and some decisions made before proceeding with the crossing. A lot of plans have been made in the last 13 years that were not completed and he did not want that to happen again. It was important that City Council remain active in development and keep pushing for things that did not cost a lot of money.

**ADJOURN** The meeting adjourned at 9:16 PM

Submitted by:

---

Angie Lanter – City Recorder