



**Regular City Council Meeting
Tuesday, November 12, 2019
MEETING MINUTES**

CALL TO ORDER Mayor Edison called to order the Regular Meeting of the Banks City Council at 7:19 pm.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

Present were: Mayor Pete Edison, Marsha Kirk, Stephanie Jones, Michael Nelson, Michael Lyda, Erica Harold-Heine, and Mark Gregg

Staff present: City Manager Jolynn Becker, City Recorder Angie Lanter, City Attorney Dan Kearns, Library Director Denise Holmes

APPEARANCE OF INTERESTED CITIZENS – None

CEREMONIAL PRESENTATIONS & PROCLAMATIONS

1. 2019 Banks Citizenship Award Presentation – Mayor Edison shared David Duyck's history, accomplishments, and roles in the City of Banks and presented him with the 2019 Banks Citizenship Award.

Mayor Edison called for a brief recess for refreshments and reconvened the meeting at 7:32 pm

CITY REPORTS, BRIEFINGS, AND PROGRAMS

2. Police Monthly Briefing – Washington County Sheriff's Office – Deputy Brian Csergei presented the police briefing for October 2019.
3. Library Director Report – Library Director Holmes stated she had provided Council with a list of the Library's special programs and activities. She reminded the final opportunity to place pie orders was November 22nd at 5 pm. She updated on the grant application submitted to the Institute for Museum and Library Services to provide software and training to teach coding to kids. She would be notified this month on whether the grant was awarded to the Banks Library.

4. 100 Year Celebration Update – City Recorder Lanter updated on the Celebration plan, noting 100 commemorative coins had been received and would be available for sale on November 15th for \$10 each.
5. Economic Development Commission Update – City Manager Becker noted City Planner Goldstein had provided the update during Council’s work session. Scot Siegel, who had his own firm, and also works for the City of Lake Oswego, would take City Planner Goldstein’s place until another City Planner was found.
6. Planning Commission Update – No Planning Commission meeting was held in October.
7. City Manager Report – City Manager Becker noted her report was in the packet. She answered Council questions on water meter disconnections, meter reading, the water loss percentage, and the new transmission line and meters. She reported on the October 30th table top exercise, reviewing the items to be updated in the emergency manual and noting discussion was needed on Council procedures to follow during an emergency. She updated on water billing by email, the tree and grass planting in Arbor Village, and the spring 2020 start dates for the transmission line and Park St projects.

CONSENT CALENDAR

8. City Council Meeting Minutes – October 8th, 2019
9. Shall the City Council authorize the City Manager to sign Amendment Request #4 with Kennedy Jenks for Additional Engineering & Permitting Services for the Water Transmission Improvements Project? (CL 2019-41)

Councilor Gregg motioned to approve the Consent Calendar as presented. Councilor Jones seconded the motion. MOTION CARRIED 5-0. Ayes: Jones, Kirk, Nelson, Harold-Heine, Lyda, and Gregg; Nays: None.

PUBLIC HEARING

10. Shall the City Council adopt Ordinance No. 2019-11-01, An Ordinance Adopting Title III (Administration), Chapter 40 (Park Service Fee) and Establishing a Park Services Fee to Support and Fund City Parks and Park Operations? (Discussion)

Mayor Edison opened the public hearing at 7:58 pm.

Mayor Edison observed no members of the public were present to testify. The Council briefly and in general discussed comments made by the public on Facebook about this ordinance. City Attorney Kearns also commented on the Facebook posts and emphasized that the ordinance was for a user fee for parks and was not a tax.

Further Council discussion included alternative future funding sources, the Arbor Village HOA agreement, future park acquisition, and the status of Sunset Park. A lengthy discussion on rate setting took place. City Attorney Kearns noted the rate and to whom it would be charged would be determined after adoption of the ordinance.

City Manager Becker provided an overview of her report in the packet on the breakdown of fee amounts and anticipated total funds. She would email the spreadsheet to the Council.

The Council would come prepared to discuss the policy issues raised in City Attorney Kearns' report at the next Council meeting.

BUSINESS AGENDA

11. Shall the City Council adopt Ordinance No. 2019-10-01, an Ordinance Amending Title XIII (General Offenses), Chapter 130 (General Offenses), Section 130.04 (Excessive Noise) of the Banks Code of Ordinances to Establish Quiet Hours in the City between 10:00 pm and 7:00 am? (Second Reading and Final Adoption) (CL 2019-42)

City Recorder Lanter clarified that the omission of the word "County" had been corrected in the ordinance, but the omission was still in the Council letter.

Councilor Nelson moved to conduct the second reading and adopt by title only Ordinance No. 2019-10-01. Councilor Kirk seconded the motion. MOTION CARRIED 6-0. Ayes: Jones, Kirk, Nelson, Harold-Heine, Lyda, and Gregg; Nays: None.

City Recorder Lanter read the title into the record.

12. Shall the City Council authorize the City Manager to sign the contract for Asset Management?

After a lengthy discussion, which covered the need for an asset management system, possible setup issues, and benefits, this item was deferred to the December City Council meeting to allow City Manager Becker time to set up a demonstration of the software.

COUNCIL ROUND TABLE DISCUSSION

City Council decided to implement a pilot project to provide written summaries of each Councilor's committee assignments for inclusion in the meeting packets in an effort to make Council meetings shorter and to provide more opportunities for dissemination of information. Urgent issues arising from committee meetings that were held after the deadline for submissions to the packet could be raised at the soonest Council meeting.

Councilor Kirk stated she would summarize the Sunset Park meeting in a memo for the next Council meeting packet. Col-Pac and NWACT would meet this Thursday. NWACT was working on the Hwy 6 project and had formed a subcommittee to consider communications, such as fiber optic and Wi-Fi.

Councilor Jones reported on the School Board's Student Success Act Engagement Session where discussion took place on ideas on how to spend the incoming grant money. Two concerns under consideration were class size and the need for additional school counselors.

Councilor Nelson noted he had submitted his report for the packet and had nothing to add.

Mayor Edison stated he did not have a meeting to report on but noted a catalog was available for Councilors to choose City swag. He shared that the BHS girls' volleyball team placed 6th in the State, and that the football team won their game.

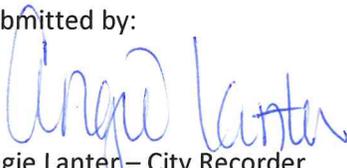
Councilor Harold-Heine reported on the emergency table top exercise, which was well attended. She looked forward to hearing more about it in the after-action reports. A key point was how to keep the interest going on the actions the City and community would need to take in an emergency.

Councilor Gregg reported that WCCCA would break ground for the new dispatch center on Thursday afternoon at Pinefarm Place in Hillsboro. Construction would take one to two years. The bond for police and fire radio and equipment upgrades was discussed. He updated on the FEMA grant received for replacement of the fire fighters' breathing equipment.

City Recorder Lanter reported the Six City Legislative Dinner would take place on December 16th at 5:30 pm in Cornelius. She would send the details to the Council.

ADJOURN The meeting adjourned at 9:00 pm.

Submitted by:



Angie Lanter – City Recorder