



**Regular City Council Meeting  
Tuesday, April 9, 2019  
MEETING MINUTES**

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**CALL TO ORDER** Mayor Edison called to order the Regular Meeting of the Banks City Council at 7:03 pm.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**ROLL CALL**

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

Staff present: City Manager Jolynn Becker, City Recorder Angie Lanter, Library Director Denise Holmes, City Attorney Dan Kearns, and Washington County Sheriff's Office Deputy Frank Ward

**APPEARANCE OF INTERESTED CITIZENS**

There were none.

**CEREMONIAL PRESENTATIONS & PROCLAMATIONS**

Mayor Edison noted that since 2015, City Council had recognized four State Champions. He read the Proclamation congratulating the 2019 Banks High School Varsity Boys Basketball Team for winning the Oregon School Activities Association (OSAA) 4A Boys Basketball State Championship and presented certificates to the following team members:

- Marcus Roche, Head Coach
- Mark Ward, Assistant Coach
- Randy Rice, JV2 Assistant Coach
- Blake Gobel, Team Member
- Blake Markham, Team Member
- Bret Cameron, Team Member
- Jacob Slifka, Team Member
- Jared Evans, Team Member
- Joseph Buliga, Team Member
- Nathan Klein, Team Member
- Ryan Hiestand, Team Member
- Tyler Exline, Team Member
- Dakota Bunn, Team Member
- Hayden Vandehey, Team Member
- Jackson Walker, Team Member

1. 2019 National Drinking Water Week Proclamation – Mayor Edison proclaimed May 5-11, 2019 as National Drinking Water Week in the City of Banks.
2. 2019 Banks Arbor Day Proclamation – Mayor Edison proclaimed April 26, 2019 as Arbor Day in the City of Banks.

#### **CITY REPORTS, BRIEFINGS, AND PROGRAMS**

3. Police Monthly Briefing —Deputy Ward presented the Police Monthly Briefing for March 2019. Additional details were provided about the cut gas line on one of the Mid-Columbia Bus Company's buses on Main St the same week a water hose had been vandalized there.
4. Library Director Report – Library Director Holmes noted the Fines for Food program in the Consent Agenda would be May 6-11, 2019. She updated on upcoming Library activities, which included puzzles and games for kids in March, an Art Lab focused on Van Gogh's Starry Night in April, and the Storytelling Festival on May 2<sup>nd</sup>. Circulation this March had increased 1.25 percent over March 2018, the library's circulation was at least 2 percent more than the countywide average. More and more patrons were using electronic items from the Library such as downloadable audiobooks and the video-streaming program, Kanopy, so an increase in the number of patrons coming through the doors was not always seen. Lastly, the Friends of the Library Book Sale would be May 16-19 from 3-7 pm. Tickets would go on sale May 16<sup>th</sup> for Raise-A-Glass, the Friends of the Library fundraiser to be held on July 13<sup>th</sup> at Pumpkin Ridge.
5. 100 Year Celebration Report – No March meeting was held due to spring break, but a meeting would be held on April 15<sup>th</sup>. City Recorder Lanter confirmed the meetings were open to the public and were held in the Log Cabin.
6. Economic Development Commission Update – The EDC did not meet in April but would meet on May 1<sup>st</sup>.
7. Planning Commission Update – The Planning Commission had a public hearing that was continued to April 30<sup>th</sup>.
8. City Manager Report – City Manager Becker stated her report was in the packet and highlighted the following items:
  - The Municipal Court judge agreed to change the court schedule to every other month due to the low number of cases. It was hoped that at least six to ten tickets would be heard at each court session.
  - A grant was being worked on through the Metropolitan Area Communications Commission (MACC) for funding to pay the City's annual Comcast service fee. Paperwork was also in progress for the One-Stop Shop, which would enable the City to seek grants to pay for the scope of work from Bob Long to look for new water sources.
  - Staff's annual meeting took place with City County Insurance Services (CIS) to review Banks' best-practices, and the City received a 100 percent score. CIS required that the City's Continuance Operation Plan be reviewed and updated if necessary, to verify it contained the proper information. A fire drill was also required this year, as well as a tabletop exercise. She clarified the email about an AFLAC meeting for April 16<sup>th</sup> was sent to the Councilors in error.

City Recorder Lanter noted that John Zacharias, the City's Risk Management Consultant, said that Banks was 'above-the-curve'. City Manager Becker added the City's insurance agent also said Banks was steps ahead of other small cities and some larger cities in terms of how the City was operated.

City Manager Becker updated the City had been contacted by the State and was in the process of setting up a meeting to review the scope of work for the Code Update assistance. Because the State had contacted the City, it meant funding was available, and it appeared Banks had a very good chance of receiving some. She confirmed Todd Watkins, Division Manager of Washington County's Operations and Maintenance Division for Land Use and Maintenance, would come to next month's City Council meeting.

## **CONSENT CALENDAR**

9. City Council Meeting Minutes – March 12, 2019
10. Shall the City Council Adopt Resolution No. 2019-04, allocating a donation of week's intake of library fines to the Banks Food Pantry?

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

## **PUBLIC HEARING**

11. Shall the City Council Adopt Fiscal Year 2019-2020 City Council Goals?

City Recorder Lanter noted Agenda Item #11 was incorrectly placed as a Public Hearing item and should be under Business Agenda.

## **BUSINESS AGENDA**

The following item was moved from Public Hearing.

11. Shall the City Council Adopt Fiscal Year 2019-2020 City Council Goals?

City Manager Becker confirmed the goals created at the City Council Retreat had to be adopted by a motion. She clarified the goals labeled "Currently being worked on" were in progress and "Established List of Goals" were goals the City would like to do more work on and might be new. Changing the titles was suggested for clarity.

Councilor Gregg moved to adopt the Fiscal Year 2019-2020 City Council Goals as presented. Councilor Harold-Heine seconded the motion. MOTION CARRIED 5-0. Ayes: Kirk, Jones, Nelson, Harold-Heine, and Gregg; Nays: None.

## **COUNCIL ROUND TABLE DISCUSSION**

Councilor Kirk reported on the Chamber of Commerce meeting, noting the Seventh Day Adventist Clinic ~~said they~~ would be open seven days a week and the Fire Chief talked about the Emergency Plan. She attended the Salmonberry Trail meeting last Friday and explained how the Salmonberry Trail Intergovernmental Agency (STIA) was restructuring to establish a non-profit arm for funding and operational purposes. STIA wanted a representative on the non-profit board from each county the trail would be going through, and County Commissioner Jerry Willey was advised to find a representative from Washington County. She had suggested to the Mayor that having a representative from Banks might be beneficial as well. She reported on the Columbia-Pacific Economic Development District (Col-Pac) and Northwest Oregon Area Commission on Transportation (NWACT) meetings, noting that Tillamook and Clatsop Counties were working together to offer a truck driving school and Col-Pac would be providing low-interest loans for students. HB 3110, a bill to provide funding for rural grant writing services, had been mentioned and she would follow up with Senator Betsy Johnson about the bill. A State rural transportation grant was available every February and she suggested the City find someone to work on a grant application for next year. She encouraged the City to talk with Jim at the Port of Astoria who was working hard to get fiber optic cable to Astoria and noted STIA also discussed placing fiber optic cable in the rail bed being used for the Salmonberry Trail.

Councilor Jones reported that the School Board meeting added snow make-up day to the end of the school calendar. The Washington County Coordinating Committee (WCCC) meeting included a presentation by Metro regarding the upcoming bonds for affordable housing, parks, and transportation. Metro was focusing on

improvements in transportation corridors for transit, pedestrians, bikes, and cars that would have the greatest impact on the most people. One option for funding the improvements was through a gas tax. Banks would receive an equal share even though the city was not technically part of Metro. The Public Advisory Board (PAB) would meet this Thursday and Councilor Nelson would attend in her place. West Tualatin Habitat for Humanity would meet also on Thursday and Councilor Harold-Heine would attend for her. She would not be available in May for the School Board meeting but would be available for the PAB meeting the week before. She would be at Portland State University (PSU) for an event on Thursday and Friday to help with safety checks of kids' posters to make sure they followed the rules; the Councilors were invited to attend/participate. She concluded by noting Senator Wyden would attend the Science Fair.

Councilor Nelson reported on the March Banks Fire District Board meeting, where the primary focus was on the verbiage for the upcoming local option levy increase. Further discussion took place on the Buxton Station that would be coming on line probably late in summer. Internal business discussions regarded competitive bidding and solar panels. A change in the chain of command was made so the deputy and all the training officers would report directly to the Chief, rather than to the office manager. The Library Board met on March 19<sup>th</sup> where the primary discussion was on reviewing the final draft of the Strategic Planning document presented to Council tonight. The Library Director gave a presentation on the budget, discussing some of the budget constraints in the coming year. Bringing all the Library Board manuals up to date was also discussed. He noted he had attended the Budget Committee meeting on Saturday.

Mayor Edison said he had attended the Sunset Park Board meeting on March 20<sup>th</sup> but deferred to Councilor Kirk as he had forgotten his notes. Councilor Kirk reported that another bid would be requested, and more information would be gathered from the companies of the two bids that had been received to replace the broken concrete pad between Schlegel Hall and the concession stands due to inconsistencies in costs and the proposed product. Two contractors had bid on painting the inside of Schlegel Hall and the Board discussed removing and cleaning the cloth panels installed to reduce noise. She confirmed that the Easter Egg Hunt was not discussed and noted shirts were still being created for the Banks Barbecue. Mayor Edison added a free band would play in the beer garden the barbecue, and he would share more about the meeting next month. On Friday at 3 pm, State Representative Tiffiny Mitchell would be at City Hall and all Councilors were welcome to attend. He added this was the first visit of a State Representative to Banks since he had been on the Council.

Councilor Harold-Heine reported she had missed the Parks, Recreation and Tree Board last month, and added that the internal audit had not been scheduled yet.

Councilor Gregg apologized for missing Saturday's Budget Committee meeting, noting he had participated in a simulated rescue training with a volunteer group and trained them on incident command to help them organize their response to flooding disasters. The Partners for a Sustainable Washington County Community (PSWCC) Annual meeting would be held on May 1<sup>st</sup> from 2:30 pm to 4:30 pm at Tualatin Hills Park and Ride, but he would be out of town on that day. Councilor Jones confirmed she would attend.

City Manager Becker reported that two public hearings were possible for the next Council meeting, one for the budget and one for a planning application. City Attorney Kearns noted that the quasi-judicial zone change was generating a good deal of community interest. He advised the Councilors to not engage in any discussions about the zone change because the Council would be the decision maker on the matter and should remain impartial. Council's knowledge about the application should come from the hearing and the record. City Manager Becker noted the tour of the water treatment plant was proposed for either May 11<sup>th</sup> or June 1<sup>st</sup> beginning around 8:30 am and would last about two hours. City Recorder Lanter would poll the Councilors for their date preference via email.

City Attorney Kearns reported on the legislative session, noting much of the discussion had been about affordable housing, land use, and rent control, most of which would not affect cities as small as Banks. He clarified the legislature was considering allowing multi-family housing in any zone, which would end single-family zoning. He confirmed the legislature was considering the change for cities with populations greater than 10,000 or 25,000. City Manager Becker added that grants for rural areas from TGM or USDA were focusing on areas with a population greater than 10,000. City Attorney Kearns recommended the Council talk to Representative Mitchell about small community basic municipal infrastructure financing because the City's water system was aging. Councilor Jones suggested discussing bringing back open enrollment for the School District with Representative Mitchell. Councilor Jones recalled hearing the legislature was considering reinstating open enrollment as quickly as this year, but she was not sure.

City Recorder Lanter requested the Councilors complete their Statement of Economic Interest (SEI) by April 15<sup>th</sup> to avoid a fine by the Ethics Commission. The State of Washington County Address would be on April 17<sup>th</sup> from 5 pm to 7 pm in Beaverton. She requested the Councilors let her know their interest in attending and she would RSVP for them before tomorrow's deadline. Representative Suzanne Bonamici would hold a town hall at Gaston Junior-Senior High School on April 18<sup>th</sup> at 6 pm. No RSVPs were necessary.

Library Director Holmes reported that the Chop-Chop Chicken Sundae people would be in the Bighorn Logging parking lot on April 30<sup>th</sup> from 11 am to 3 pm for the Banks Community Foundation fundraiser. The remaining volunteer to help coordinate the Farmers Market had resigned, so the Farmers Market would be suspended. The research would be saved, and she added that perhaps the Farmers Market was an idea whose time had not yet come.

**ADJOURN** The meeting adjourned at 8:03 pm.

Submitted by:



Angie Lanter – City Recorder