



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

CALL TO ORDER Mayor Edison called to order the Regular Meeting of the Banks City Council at 7:10 pm.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

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

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

Councilor Swearing-in Presentation – Michael Lyda (Position CC6)

City Recorder Lanter conducted the Swearing-in of new City Councilor Michael Lyda.

APPEARANCE OF INTERESTED CITIZENS – None

CEREMONIAL PRESENTATIONS & PROCLAMATIONS

1. 2019 National Night Out Proclamation – Mayor Edison read the Proclamation declaring August 6, 2019 as Banks' National Night Out.
2. Certificate of Appreciation – Michael Walker, R.A.R.E. Member – Mayor Edison recognized Michael Walker's service to the City of Banks as Economic Development Coordinator and presented him with a Certificate of Appreciation.

CITY REPORTS, BRIEFINGS, AND PROGRAMS

3. Police Monthly Briefing – Washington County Sheriff's Office – Deputy King presented the Police Monthly Briefing for June 2019, noting his report mistakenly stated July.
4. Library Director Report – Library Director Holmes reported on the increased number of summer reading activities scheduled this year due in part from help from the Friends of the Library and reviewed the

library's statistics for July and upcoming activities. The damaged one was left in place to remind drivers to be careful and an insurance claim had been filed for the replacement book drop, which had been ordered.

5. 100 Year Celebration Update – City Recorder Lanter noted a lot of progress had been made at the last two meetings and an update was included in the meeting packets. A suggestion was made to approach a group, such as a sports team wanting to raise money, to sell snow cones for the Movie in the Park. The Friends of Stub Stewart was incorrectly noted as doing the snow cones.
6. Economic Development Commission Update – No EDC meeting was held in June.
City Manager Becker announced the Summit would be held next Thursday at 7 pm at the fire station. Notifications had been sent to all the businesses, the City Council, EDC, Planning Commission, and Library Board to attend to hear about the discussions held with steering committees and business owners regarding Main St.
7. Planning Commission Update – No Planning Commission meeting was held in June.
8. City Manager Report – City Manager Becker presented her report, which was included in the packet, noting the end-of-year beginning balance for all City funds exceeded the total proposed beginning balance established by the Budget Committee; however, the library was a couple thousand dollars short. She updated on the vendor list and planned activities for National Night Out and the progress made regarding water rights along Dairy Creek. A report was provided to Council at the dais from Kennedy/Jenks describing the Commerce St waterline project, which would be completed July 19th, and the transmission line replacement project. She confirmed she had heard no concerns about the water levels in the wells meaning the wells were recovering.

Councilor Harold-Heine said she wanted to ensure a concerted effort was made for the basketball court project because it had been on the Council's goal list for years. Discussion included clarifications from Staff about the proposed material options, the budget process, as well as funding limitations and potential sources. Suggestions included utilizing Park system development charges (SDCs), approaching sporting companies, like Nike, and national sporting organizations and foundations for funding, as well as contractors who might donate some time and/or materials for the project.

Discussion also regarded the transmission line replacement project and issues related to obtaining easements from private property owners with clarifications provided by Staff. Mayor Edison wanted the City to marshal all experience and knowledge possible before the City made a move in order to do the right thing. Councilor Lyda volunteered to be part of the information gathering, noting the best presentation would be to talk with the property owners about what was expected to happen. City Manager Becker would invite City Engineer Peacock to the next Council meeting to discuss the issue, noting the only unknown in the project's budget was the cost of acquiring the easements.

City Planner Goldstein updated on the Code Audit. Council and Staff discussed how language regarding large lots must be changed to avoid jeopardizing the grant received from the Department of Land Conservation and Development (DLCD) Code Assistance Program.

CONSENT CALENDAR

9. City Council Meeting Minutes – June 11, 2019
City Recorder Lanter stated she had emailed a red-lined version of the minutes with corrections from Library Director Holmes. She confirmed the typo on Page 10 would be corrected to state, "...clarified that Mr. Lyda had resigned *is his* contract..."
10. Shall the City Council adopt Resolution No. 2019-15 to rescind the prior schedule of city fees and adopting a new Comprehensive Fee Schedule to govern fees for all city service, permits and applications? (CL 2019-28)

11. Shall the City Council adopt the proposed changes to the Banks Public Library Community Room Use Policy as presented? (CL 2019-29)
12. Shall the City Council approve the scriveners' error changes that were discovered in the Banks Public Library Gift and Donation Policy? (CL 2019-30)

Councilor Gregg moved to approve the Consent Calendar with the corrections to the minutes. Councilor Jones seconded the motion. MOTION CARRIED 6-0. Ayes: Jones, Kirk, Nelson, Harold-Heine, Gregg, and Lyda; Nays: None.

PUBLIC HEARING – None

BUSINESS AGENDA

City Hall Remodel Concept Drawings – This item was added to the agenda from the Work Session.

Discussion on the City Hall Remodel continued with City Manager Becker describing the details and cost of the proposed project and addressing questions.

Staff updated on the progress and addressed questions regarding the Wilkes St Apartments, noting the owner had taken care of most of the issues, but the City had added more items to the list after visiting the property again.

City Manager Becker reported on the topic raised at the last City Council meeting regarding verbatim versus summary transcription of the meeting minutes. After a brief discussion, Council agreed to more summarized minutes and to post the audio of the three most-recent City Council meetings on the City's website. Audio files older than three months could be obtained through a public records request and be put on a CD for a \$15 fee or on the requestor's thumb drive at no cost. An appointment could also be made to use a computer at City Hall to listen to the audio at no charge. Years of written copies of the minutes were available on the City's website.

COUNCIL ROUND TABLE DISCUSSION

City Attorney Kearns updated on the legislative session, noting most bills did not apply to cities as small as Banks. He would provide a more detailed summary at the next Council meeting.

City Recorder Lanter gave a last call for registrations for the League of Oregon Cities (LOC) meeting on September 26-28, 2019 in Bend. In order to obtain hotel rooms, she must have accompanying registrations for the conference. She asked the Internal Audit Subcommittee to discuss scheduling with her after the meeting so City Staff's calendars were clear to complete/accommodate the audit.

Councilor Kirk reported on the Sunset Park Association meeting, noting plans for the Banks Barbecue were being finalized. The opening of the Manning Trailhead for the Salmonberry Trail was well attended, and she had been joined by City Manager Becker and R.A.R.E. Member Michael Walker. This Thursday, the Col-Pac Northwest ACT meeting would be held in Scappoose and Senator Betsy Johnson would provide a report. This Saturday, Movie in the Park would be held at Stub Stewart State Park.

Councilor Jones reported she would attend Raise-A-Glass this Saturday. The School Board meeting had been rescheduled to the third Monday in July. The Community Development Block Grant (CDBG) Policy Advisory Board (PAB) meeting would be Thursday and RSVPs were needed to ensure a quorum. She had submitted her name for Vice Chair of the PAB. She was usually unable to attend the Habitat for Humanity meetings and Councilor Harold-

Heine offered to attend in her place. City Recorder Lanter noted that change would be brought to a Council meeting for a motion.

Councilor Nelson reported he had been unable to attend the Library Board and Fire District Board meetings. He noted four Councilors had spoken in support of the basketball court tonight, and he believed it should be given a higher priority for next year.

Library Director Holmes reported discussions at the Library Board meeting had included the Community Room Policy and the Patron Code of Conduct Policy. Minor changes were being made and would be brought to the City Attorney for review in a couple of months.

Mayor Edison welcomed Councilor Lyda to the Council. He announced Blake Gobel had received the Prep Boys Athlete of the Year award for 4A, 3A, 2A, and 1A for the State for this last school year. Mr. Gobel planned to play football at Eastern Washington University.

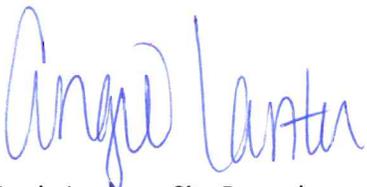
Councilor Lyda stated he wished to pursue abatement for problem properties in the city. He would like less subjective and more specific criteria for nuisance issues that could impact property and neighborhood values, adding he would provide some examples of his concerns. City Attorney Kearns clarified the abatement process was in Chapter 37. The Dangerous Building Code was not very helpful because it required major structural problems. Mayor Edison noted the process was complaint-driven and that Council could not monitor nuisance issues.

Councilor Harold-Heine reported on the West Tuality Habitat for Humanity meeting, noting a repair blitz to do quick yard cleanups and painting work, etc. would be held in Banks on August 10th and applications were being solicited. A fundraiser for Habitat, called the Bill Bash Memorial Golf Tournament, would be held at Pumpkin Ridge Golf Club on September 5, 2019 and include dinner and activities for \$150 per golfer.

City Recorder Lanter noted applications for Habitat's assistance requested financial background the City did not have access to, so Habitat had been sent a list of distressed properties to which they would send an introduction letter and application. She sent Habitat's information to businesses and community outreach groups and would send it again in another week. Councilor Harold-Heine said Habitat also wanted to know who to reach out to for volunteer pools. Councilor Nelson recommended the Honor Society.

ADJOURN The meeting adjourned at 8:59 pm.

Submitted by:



Angie Lanter – City Recorder