MINUTES
City Council - Regular Session Meeting
Monday, October 7, 2019 North Plains Senior Center 7:00 PM

COUNCIL MEMBERS:
Mayor Teri Lenahan; Council President Russ Sheldon; Councilors: James Fage, Robert Kindel, Jr., Cameron Martinez, Rickey Smith,

STAFF PRESENT:
City Manager Andy Varner, City Recorder Lori Lesmeister, City Attorney Spencer Parsons, City Planner Heather Austin

OTHER:

1 CALL TO ORDER at 7:08 pm

2 PLEDGE OF ALLEGIANCE

3 ROLL CALL
  a) Councilor Fage excused.
     City Attorney Spencer Parsons and City Planner Heather Austin in attendance.

4 CONSENT AGENDA:
(The items on the Consent Agenda are normally considered in a single motion. Any item may be removed for separate consideration upon request by any member of the Council.)
  a) Approval of October 7, 2019 City Council Regular Session Agenda
  b) Approval of September 16, 2019 City Council Minutes.
     Motion to approve the Consent Agenda.
     Moved by Councilor Kindel. Second by Councilor Martinez.
     Motion was approved unanimously.

5 PUBLIC COMMENT: None

6 PRESENTATION
  a) Hillsboro Residential Food Scrap Program: Invited Agencies 30 min

Carl Peters, Ame LeCocq, Nick Olheiser - Recology, Jeremy Fleming, Audrey O'Brien - DEQ, Peter Brandom - City of Hillsboro, Theresa Koppany - Washington County all in attendance.
Recology gave a PowerPoint presentation of an overview of their business, including site improvements made over the past few years to address the issues that North Plains had dealt with in the past.
Questions and discussion ensued.
7 RESOLUTIONS:

a) **Resolution No. 2067 - Economic Development Committee Recommendation to fill Vacancy** 10 mins  
Applicant Eric Lawson introduced himself, told Council a little bit about his background and answered questions from Council.  
*Move to appoint Eric Lawson to the Economic Development Committee for a term through December 31, 2020.  
Moved by Councilor Sheldon. Second by Councilor Smith.  
Motion was approved unanimously.*

b) **Resolution No. 2066 - Award Glencoe Pedestrian Crossing Bid to Contractor** 15 min  
Questions and brief discussion, specifically about the brand of crosswalk light signal that will be used, as we have had issues with the crosswalk lights that we purchased for use on Commercial Street. City Manager Varner said the lights that will be used are what Washington County uses, not the brand that we have used.  
*Move to approve Resolution No. 2066 Awarding a Construction Contract to Lee Contractors, LLC for Pedestrian Crossing Improvements to NW Glencoe Road and NW Pacific Street and Authorizing the City Manager to Execute the Agreement on Behalf of the City.  
Moved by Councilor Kindel. Second by Councilor Martinez.  
Motion was approved unanimously.*

8 PUBLIC HEARING / ORDINANCES:

a) **Ordinance No. 465 - Sign Code Amendment** 20 min  
Open Public Hearing at 8:15 pm  
Councilor Smith asked for brief clarification on election signs. City Planner Heather Austin went over the code language for election signs. Smith also asked for clarification on the larger subdivision/builder signs and Austin provided that. Austin said that with this new sign code now is a good opportunity to educate businesses as well as residents on what is permitted and what won't be permitted once the code goes into effect in 30 days. The information will be put on the city's webpage, Facebook page, and in the city newsletter to help educate residents and businesses on the new sign code changes.  
Councilor Sheldon asked about temporary and portable signs not having any moving parts when in fact most portable signs are the 'sandwich board' type and have hinges, which are moveable. After brief discussion, Austin said she will update the wording to say 'no moving parts within the sign face.'  
No Public Comment.  
Close Public Hearing at 8:31 pm
Move to Approve File #19-086, Zoning Code Text Amendment
Moved by Councilor Smith. Second by Councilor Martinez.
Motion was approved unanimously.

Move to Conduct First Reading of Ordinance No. 465 by Title Only
Moved by Councilor Sheldon. Second by Councilor Kindel.
Motion was approved unanimously.

Move to approve First Reading of Ordinance No. 465
Moved by Councilor Kindel. Second by Councilor Martinez.
Motion was approved unanimously.

b) Ordinance No. 466 - Garbarino Franchise Agreement - Declaring an Emergency
20 min

Open Public Hearing at 8:37 pm.
Jeff Garbarino and Anthony Garbarino in attendance.
Brief questions and discussion ensued.
Close Public Hearing at 8:42 pm.

Move to Conduct First Reading of Ordinance No. 466 by Title Only
Moved by Councilor Kindel. Second by Councilor Martinez.
Motion was approved unanimously.

Move to Approve First Reading of Ordinance No. 466
Moved by Councilor Sheldon. Second by Councilor Kindel.
Motion was approved unanimously.

Move to Conduct Second Reading of Ordinance No. 466 by Title Only
Moved by Councilor Sheldon. Second by Councilor Martinez.
Motion was approved unanimously.

Move to Approve Second Reading and Adopt Ordinance No. 466 and Declare an Emergency
Moved by Councilor Smith. Second by Councilor Martinez.
Motion was approved unanimously.

9   NEW BUSINESS: None

10  UNFINISHED BUSINESS: None
11 REPORTS

a) **City Manager Report**

Brief discussion on the Gas Tax item on the City Manager's Report. Because the process to get an item on the ballot is lengthy, City Manager Varner suggested that Council have a work session on the topic sometime in the next three months to start the process.

Councilor Sheldon asked for update on the Ghost Creek Trail Project that required the easement agreement with the Martins, as he has not seen any work start in the right-of-way and we are coming into the rainy season. City Manager Varner said that the contractor is waiting on a permit from Clean Water Services and he is assisting the contractor when it's possible to expedite any of the processes. Councilor Sheldon also asked about the way-finding signs. City Manager Varner said he will talk to Councilor Sheldon after the meeting.

b) **Council Reports**

Councilor Sheldon attended last week’s Economic Development Committee meeting and gave a brief update on what they are working on right now.

Councilor Sheldon also attended the MACC meeting and gave an update. The group approved a transfer of control of the Franchisee of Frontier Communications to Northwest Fiber, LLC. Sheldon reported that the transfer must be approved by all 11 cities that make up MACC, so Council will need to have a Resolution and a vote at an upcoming City Council meeting.

Councilor Smith asked for an update on the residents who attended a Council meeting in September with concerns about trucks that were parking next to the fence in the church parking lot. City Manager Varner said he has gone through the City Code and spoke with Chief Baker and with the city attorney and this is not a code issue, but rather a 'civil' issue. He has made a few suggestions to the business owner and things that they could do to help address the issue.

Councilor Smith also asked about what can be done with the entrance wall at the corner of Glencoe and Commercial, as he feels it does not look good. City Manager Varner said that the City can use URA funds to repair/update the wall. Varner said he will talk to the company that does landscape maintenance for the city and see if they can do the repair/replacement work.

Councilor Smith also said he attended Quake-Up in Forest Grove and got contact information in case we ever want to have them come speak at a meeting, or attend our National Night Out event.

Mayor Lenahan gave a brief update on the Council vacancy. One person has shown interest, but there have been no applications turned in to date.

c) **Review October 2019 Council Calendar**

12 ADJOURNMENT: 9:15 pm