MINUTES
City Council - Regular Session Meeting
Monday, May 17, 2021 VIA ZOOM ONLY  7:00 PM

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

STAFF PRESENT: City Manager Andy Varner, City Recorder Lori Lesmeister

OTHER:

1 LOGIN INFORMATION TO ATTEND VIA ZOOM

Join Zoom Meeting
https://us02web.zoom.us/j/87284289668?pwd=cGdmaFhLd0dIVUp0VFdSbGNPZDFXUT09
Meeting ID: 872 8428 9668
Passcode: 456427

Call in (no internet)
253-215-8782
Meeting ID: 872 8428 9668
Passcode: 456427

2 CALL TO ORDER at 7:01 pm

3 ROLL CALL

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 May 17, 2021 City Council Regular Session Agenda
b) Approval of May 3, 2021 City Council Minutes.

Councilor Fage requested that his statement that holding Council meetings via Zoom makes it easier for some residents to 'attend' be added into the minutes.
Councilor Papen asked that it be noted that National Night Out was specifically asked about during the May 3, 2021 minutes. Both corrections were made to the minutes.

c) **Res. No. 2146 - Extending the Emergency Declaration Due to Covid-19 through July 31, 2021**

Councilor Kindel noted that he will vote for the extension this time but it will probably be the last time he will vote in favor of extending the emergency declaration unless there is some kind of major change in the status of things.

d) **Res. No. 2148 - Reappointing Carol Lofgren to the Library Board for a term through June 30, 2024**

Motion to approve the Consent Agenda.
Moved by Councilor Sheldon. Second by Councilor Martinez. Motion was approved unanimously.

5 PUBLIC COMMENT: NONE

6 STAFF REPORTS

a) **Library Director's Monthly Department Report**

Mayor Lenahan asked Library Director Robin Doughty if she knew if the Little Book House at the McDonald's in North Plains is still in place. Doughty said that she believes it is closed at this time due to Covid but it will open back up once the restrictions are loosened up. Councilor Smith asked when the library will fully open to the public. Doughty said that she expects, and hopes, that by the end of the summer we will be back to a much closer to normal schedule. Doughty noted that because the North Plains Library is only 2500 sq. ft. it does limit us more than other libraries in the county that are much larger.

b) **Chief of Police Monthly Department Report**

Chief Haxton provided answers to questions that were asked of him at the April 19, 2021 City Council meeting. Haxton said that the Washington County Sheriff's Office (WCSO) is hoping to do National Night Out, but it is still unknown how much will be taking place at this point in time. Haxton did say that if there will be a 4th of July Parade he will need to know as soon as possible so that he can work on scheduling the WCSO Posse to participate.

With regards to revenue from tickets given out Haxton said that North Plains receives at least some of the revenue when the tickets are given outside of the city limits when they are given by North Plains deputies. If other agencies, including WCSO deputies, give tickets inside of the city limits the city does not receive any revenue. Haxton said that pedestrian/crosswalk safety will be a focus in the next couple of months.
c) **Public Works Director’s Monthly Department Report**

Public Works Director Blake Boyles said that beginning tomorrow, May 18, 2021, there will be a road closure on 309th St. north to Yorkshire for half-street improvements. The job should be completed by Friday, May 21, 2021. Legacy Contractors will begin moving equipment tomorrow for the West Union Pedestrian Path project. 

Boyles said that this week is Public Works Week and on Wednesday the 19th public works will have an event at Jessie Mays where they will have their equipment onsite and will be available to answer questions and let kids check out the equipment. They will also have some little 'giveaways’ for kids that attend. 

Mayor Lenahan asked Boyles why the reservoir panels were not sent to us coated, why did they have to be sent back. Boyles said it was a mistake on the manufacturer’s part, they made the error and they are repairing them and sending them back to us. Boyles said there will be no timing effects due to the error, and no cost to the city. 

Mayor Lenahan then asked if there will be any special needs play equipment included with the Jessie Mays project. Boyles said that no equipment has been picked out to date. Lenahan wants to be sure that we are ADA friendly when it comes to playground equipment, noting that Happy Valley has a really great playground with ADA play equipment. City Manager Varner said there will be some swings that meet the ADA standards, along with some other elements, as well. Boyles said the city is also looking into possibly putting a rubber mat under the playground structures, in the ‘fall’ areas, rather than the normal bark chips.

d) **Finance Director’s Monthly Department Report**

Finance Director Bill Reid said that all departments are spending below budget and revenues are all up at this time. He said he and City Manager Varner are working on the Transportation Package Bond and will be getting a credit rating, possibly the first time ever, to go along with the Transportation Bond. Reid said the audit is complete and Pauly Rogers will be presenting to Council at one of the June City Council meetings. 

Reid said that the city has received a number of different revenues recently, but the funds are restricted on the use of the funds, and the total dollar amount does not meet the threshold of requiring a supplemental budget. 

Councilor Sheldon asked if these funds have to be spent by May 30, 2021 and if the city has a plan for spending that money. City Manager Varner said that he has three city events that he will be submitting for by the end of May. 

Councilor Fage asked if the Buy Local program dollars had already been accounted for. Reid said that yes, that was accounted for in the supplemental budget done in September 2020.

e) **Land use applications for the previous month**
7 RESOLUTIONS:

a) **Res. No. 2147 - Updating the Master Fee Schedule for FY2021-22**

City Manager Varner said this is an annual exercise. Finance Director Reid explained the change in the water set-up fee and why the change was made at this time. This proposal is based on some research on what some other cities in the area are doing, specifically Cornelius as their water rates are comparable to those in North Plains. This proposal changes the fee to a flat one-time fee of $35 when a water account is set up.

Questions and discussion ensued. During the discussion Reid noted that developers pay a start up fee for all homes they are building as well as the water that they use prior to the sale of the home, and once the home sells the home buyer pays the $35 fee. The $75 deposit that is on current accounts at this time will be credited back to all accounts as soon as possible, rather than waiting until the move or sell the home. It was noted that the goal is to have all credits cleared up by the end of June so that we would be starting out the fiscal year clean. Councilor Kindel asked how much staff time is spent collecting on unpaid water bills monthly. Reid said he will look into that and report back to Council. Mayor Lenahan asked how many water shut-offs there are on a monthly basis. City Manager Varner said he will back on that next month.

*Move to adopt Resolution No. 2147 updating the Master Fee Schedule for FY2021-22*

Moved by Councilor Kindel. Second by Councilor Sheldon. Motion was approved unanimously.

8 NEW BUSINESS: NONE

9 UNFINISHED BUSINESS: NONE

10 REPORTS

a) **City Manager Report**

City Manager Varner stated that regarding the State of Emergency there is not really a downside to continuing it, and it can be rescinded early if we choose to. There will be a work session before the June 7, 2021 regular City Council meeting. The topic will be the CIP as a 6-year plan.

The City received an $11,000 Grant from MACC for IT upgrades. The Brynhill Development Agreement for Phase 2 will be coming before Council. Varner said it can be done under the Consent Agenda, but if anyone feels they would like to have more conversation about it before voting on it we can make it an agenda topic.

Councilor Smith said he feels this year's Garbage Day was the best one since he has been involved in it. He does have concerns that he heard from several people that did not receive the postcard that was to be shown proving North Plains residency to participate. Varner said that it was Washington County's responsibility to mail the
postcards out, and he has heard several times that mail service in North Plains is an issue with mail being lost. Both of these issues are out of the city's control, so he is not exactly sure what can be done about it. Smith also asked if the City could send a thank-you card to McDonald's as they provided two volunteer workers as well as donated food.

Councilor Fage asked if those that didn't receive their postcards could just have their ID's checked for proof of 97133 residency. Councilor Smith said he did check ID's of those that didn't have a card to show.

Fage then asked if there will be 4th of July fireworks. City Manager Varner said, yes, there will be fireworks. He is meeting with Pumpkin Ridge this week to confirm the plans. Fage asked if any of the funds we received during Covid could be used for the Fireworks event. Varner said those funds have to be spent by May 31, 2021 so they cannot be used for events after that date. Mayor Lenahan said that the North Plains Event Association is talking about a 4th of July parade and there will be more info forthcoming.

Councilor Kindel said that having Clean-Up Day at St. Edwards was a great decision as it provided a lot more room which made things easier for all involved.

b) Council Reports

Councilor Papen attended the DEQ meeting for Recology and noted that no public comment was given during the meeting. Papen gave a brief update on what was talked about including the four ways to report odors including contacting DEQ, Washington County, the North Plains city website and calling Recology directly. They did stress that the calls should be made in a timely manner so that it can be addressed immediately.

Mayor Lenahan said that she will be part of a community conversation via Zoom that will include Representative Salomon and Commissioner Willey on May 27, 2021 from 6-7 pm via Zoom.

Lenahan said there is a new recycling company in the area, Ridwell, and said she is working on getting more information about them. City Manager Varner said that when he spoke to Garbarino's a couple of months ago Anthony Garbarino mentioned Ridwell. He said he will probably be talking about it more with Anthony is the coming days. Brief discussion.

Councilor Martinez said that she attended the May 10, 2021 Parks & Rec Board Meeting where there was discussion on Concerts in the Park as well as the Memorial Day event at the Veterans Park. Martinez said there is talk about moving the Blue Star Rock that is at TVF&R to the Veterans Park as some feel that is a more appropriate place for it. Discussion on this continues.

c) Review June 2021 Council Calendar

11 ADJOURNMENT: 8:24 pm
City Council - Regular Session Minutes
May 17, 2021

Teri Lenahan, Mayor

Date Approved: June 7, 2021