



 ORIGINAL

CITY COUNCIL FEBRUARY 16, 2016 MINUTES
REGULAR MEETING 7:00 PM
City Hall, 1001 Bridge St. Vernonia OR 97064

Mission Statement

The City of Vernonia pledges to be an ethical and responsive government using community collaboration to foster leadership and a vision for civic improvement while providing a safe, peaceful, economically viable community.

Call to Order and Pledge of Allegiance – Kim Tierney

Councilor Tierney called the meeting to order at 7:04pm.

In attendance: Councilors Tierney, Hult, Seager, and McNair.

Absent: Mayor Parrow

Additions or Removal of Agenda Items

The Resolution to surplus the expedition is removed from the agenda as it was approved for surplus on October 6, 2014. A copy of Resolution 19-14 was included for Councils reference.

Councilor McNair motioned to approve the agenda with the change. The motion was seconded by Councilor Seager, motion carried.

Mayor Report

A. Parks Committee Recommendation –Field Fees

Council and Parks Committee representative Scott Laird reviewed the Parks Committee recommendations and found that all recommendations were acceptable. City Staff will incorporate the changes into the master fee schedule and bring it back to Council at the March 21st City Council Meeting.

Presentations

A. Keep It Local Columbia County – Natasha Parvey

Natasha Parvey gave a brief overview of the history of the Keep It Local Campaign. The campaign evolved from the Shop Local Campaign that was started by Jeff Kemp of Pacific Stainless Products in St Helens, Oregon. Since then the campaign has been awarded several grants to help pay for the effort. Their goal is to consolidate all of the local businesses onto one page to encourage shopping local.

Councilor Committee Meeting Reports

Councilor McNair attended the Cemetery Beautification Meeting on February 11 where they discussed the proposal for an Urn Garden. The Committee will bring the proposal to council within the next month. He also let the committee know that the shed will be removed soon.

Councilors Seager, Tierney and Hult did not have reports.

Topics Floor/Audience Participation

Mike Buffum, N. Mist Drive, would like clarification on some parts of the proposed Ordinance regulating marijuana facilities. He would like to know if all of the windows will need to be completely covered as that is how he is interpreting the requirements. He is concerned that doing so will block the view of the security cameras. The state mandates that no pedestrians are to be able to see into the building and view products. He has built a wall in his business to suit this requirement. He would also like verification on what the odor requirement will be. He stated that there is technically packaging going on when they transfer from jars to containers for the customer, but as far as he knows there have not been any complaints about his business. City Administrator Mitchell confirmed this and stated that the issue would be if there were multiple complaints.



Councilor Tierney read into the record a letter from Brett Costley expressing his concerns about the draft marijuana ordinance.

Consent Agenda for Approval

A. City Council Meeting Minutes for February 01, 2016

B. Library Board Meeting Minutes for January 05, 2016

Councilor McNair motioned to approve the meeting minutes from the February 01, 2016 City Council Meeting and the January 05, 2016 Library Board Meeting as written. The motion was seconded by Councilor Hult, motion passed.

Unfinished Business

A. PW Recommendations /FCS Sewer Rate report

City Administrator Mitchell presented to Council the recommendations from the Public Works committee and gave a brief overview of the recommendation. Council discussed the four scenarios presented and the two that were recommended by the Public Works Committee. City Administrator Mitchell clarified to Council that the subcommittee that worked on the rate structure was composed of Dale Webb, George Tice, City Administrator Mitchell, and Finance Director Handegard.

City Administrator Mitchell and Finance Director Handegard had a phone meeting with FCS Group on January 19th, 2016 to discuss the first versions of the spreadsheet. They stated that they would not be able to work on the spreadsheet until February 10th which would not have made it available in time for the Council Meeting. Because of this, Mrs. Handegard populated the spreadsheet with the agreed upon rates for Councils review.

Public Works Committee Member Tice stated that there are 7-8 pages of spreadsheets that flow into this report and that it is based on a 4-month wintertime consumption average. It was explained to Council that the fixed rate of \$26.26 is calculated by cities monthly average of 4,000,000 gallons divided by the customer base. Each 1,000 gallons that a customer uses will cost \$2.31 to send to the plant. Based on the recommended rate structures the sewer bill for the average family home will go down slightly as they will be charged based on actual usage. Based on this rate structure those with water meters 1.5 inch and larger will see increased bills on average due to being charged based on actual sewer use.

City Staff and the Public Works Committee recommend keeping the debt payment as is until the current sewer project is finished. At that time, they recommend discussing the two options that reamortize the debt to reduce the customer costs even further. The Committee is concerned that if the City decides to reamortize now they will have to ask for approval from the USDA and FCS and they would rather wait until the project is finished.

Councilor McNair requested clarification on what the reamortization would mean for the debt payments. Finance Director Handegard stated that the interest rate on the loan would not change but would be refinanced for a longer term, therefore paying more interest in the long run. City Administrator Mitchell cautioned Council against speculating how low the payments could be as she doesn't want to give false promises to the community. We won't know what the loan debt amount will be until the project is finished.

The two recommended options would keep the current debt payment but bill customers in two different ways. The first would be with a fixed sewer loan charge based on meter size and a variable charge based on actual usage. This option would potentially lower the majority of customers' bills if they do not go over the baseline 2,000-gallon average usage. The second option would be a fixed rate based on meter size regardless of usage. City Administrator Mitchell stated that in this scenario customers would be charged a uniform flat fee which wouldn't be fair to low users as they will be charged the same as large users.

Council consensus was to direct staff to bring the two recommended versions back to Council at the March 7th City Council Meeting in the form of a Public Hearing. They would then like them incorporated into the master fee schedule for the March 21st Council Meeting.



B. Marijuana Time, Place, Manner Ordinance Review

Councilor Tierney gave a brief overview to council of what was to be discussed. She would like the letter from Brett Costley included in the discussion. Councilor Hult would like council to focus on the changes highlighted in red.

Definitions - Council addressed Mr. Costley's concern that marijuana facilities do not include producers. Councilor Hult stated that she was under the understanding that it was included. City Administrator Mitchell stated that the city isn't currently regulating growers as they are regulated by the OLCC and it would be difficult for the city to regulate them. Council majority would like "Smoking or Ingesting" added into the definition for Marijuana Facility.

Standards of Operation – Councilor Tierney would like social clubs addressed in Section 2-b. She is concerned that people may smoke marijuana in a public setting or indoors as even though it is restricted, there is some confusion as to whether the Clean Air Act includes marijuana or not. Councilors McNair, Seager and Hult would not like to further regulate it as it is already addressed at the state level. Councilor Hult stated that social clubs are already addressed in "On Site Use".

Operating Hours – Council was split in whether or not to regulate operating hours of marijuana businesses. Councilors Seager and Tierney would like to regulate and Councilors Hult and McNair do not think we should. Councilors McNair and Hult are in favor of regulating the marijuana businesses in the same fashion as the state regulates alcohol sales: No sales from 2:30am to 7am. Councilors Tierney and Seager would like stricter regulation of no earlier than 8am and no later than 10pm. Police Chief Conner and City Administrator Mitchell are concerned that regulating marijuana facilities in the same fashion bars are will put too much strain on the police force and will draw people to Vernonia for late night purchases. Council is divided on what the hours should be so will readdress the ordinance at the March 7th, 2016 Council meeting when Mayor Parrow will be in attendance.

Signage – Council addressed concern that businesses could have marijuana leaf signage if the ordinance did not restrict signage. Mike Buffum stated that state law does not regulate signage. Council majority was in favor of leaving the signage restriction. Councilor Hult was not in favor as she felt the restriction will limit the businesses ability to advertise.

Public View - Council would like "The appearance of blight, Neglect" removed from the ordinance.

On Site Manufacturing – Mike Buffum stated to council that there will be state regulation regarding this in September. Once that becomes law, people will not be able to manufacture extracts of any sort anywhere but on commercial properties. He clarified for council that growers fall under the manufacturing guidelines and extracting falls under processing. Council consensus was to leave this section as is.

Odor – Council consensus to leave this section as proposed.

New Business

A. Library Fee Outside City Limits

Library Director Romtvedt explained to council the reasoning for the fee change proposal. Currently, roughly 5% of nonresidents are purchasing a library membership. The Library Board believes that by reducing the nonresident library fee the membership will increase as it will become more affordable for residents. Councilor Hult motioned to approve the fee change. Motion was seconded by Councilor Seager, motion carried.

B. Library Card/Park Sticker for Employees

City Administrator Mitchell gave a brief overview to Council of the proposal. She explained that there are currently employees of the City and Library whom do not have a library card due to not

being able to afford it. She would like to propose that the City of Vernonia offer to all of its employees as a benefit a yearly park pass and library card.

Councilor Tierney expressed concern that this would be giving benefits to some employees but not others. Current employees who are City of Vernonia residents are paying the park fee in their monthly bill so would not be receiving the benefit and neither would volunteers. Council consensus was not to approve the benefit for city employees.

C. Budget Calendar for Fiscal Year 2016-2017

Finance Director Handegard presented to council the suggested Budget Meeting calendar. Councilor Hult would like the meeting start time changed to 6:30pm as it is difficult for her and Councilor Tierney to make the meeting at 6:00pm. Councilor McNair made a motion to approve the budget calendar and appoint City Administrator Mitchell as Budget Officer for the 2016-2017 budget process. Councilor Seager seconded the motion, motion carried.

D. Discussion Regarding Surplus Ford Expedition/ Purchase of Used Pickup

Public Works Foreman Burch stated that Public Works would like to purchase a 2-wheel drive pickup that is for sale locally as the department is short a vehicle. Councilor McNair motioned to approve the purchase of the local Chevy pickup for sale locally. Motion was seconded by Councilor Seager, motion carried.

Business from Departments

- A. Police Department – Chief Conner
Chief Conner did not have a report.

Ordinances/Resolutions

Correspondence

Items from Mayor, Councilors, City Administrator

City Administrator Mitchell gave her report.

Wastewater Treatment Plant: City staff had the weekly construction meeting, the subject of staging the concrete came up, and staff directed the contractor to stage the concrete at one site and identified a second site where concrete can be placed if they run out of room.

Sewer Rates: If Council approves a sewer rate this evening there will be a Public Hearing to notify the public at the 1st Council meeting in March.

Rose Avenue Project: The contract documents have been sent to IFA staff. City staff is working on the Grant Administrator Request for Proposals, we will send it to IFA staff for review prior to putting it out to bid. City Administrator is meeting with the Seniors Board on Thursday to discuss the process.

ODOT Crosswalk: Staff is still working on the pricing out of the concrete bump outs for Council review, bids of cost have not come back yet.

COV Timber Harvest: The logging contractor has some slash piling to do, and has two more loads of wood to go to the pump mill. Once that is done the WWTP contractor will be getting a bum permit to remove woody debris.

Anderson Park: City staff has been asked by an 18-year-old senior at Vernonia High school and his mother whom lives out of the area, if he could stay at Anderson Park in their RV with his father until Graduation. It would exceed the 7-day stay limit, but would be more like the temporary workers that use the park temporarily and move on. Staff would require a letter stating the start and end of stay.

Councilor Tierney asked whether or not this would adhere to FEMA's rules. City Administrator Mitchell stated that FEMA allows for stays of up to 180 days as long as there is an end date which is how we have been allowed temporary workers to stay there. Council consensus to allow the student and his father to stay there as long as there is a clear end date.

California Avenue: Staff has been working on a RFP for Engineering Services for the California Avenue project. The RFP will be sent to IFA for review this week. The private property owners have had the geotechnical work done, and are awaiting the results of the site compatibility. Staff will meet with OTAK Engineer this week regarding the Spencer Hill sewer project.

City Administrator Mitchell added that she has received an easement request from West Oregon Electric to run power to the ATT Tower site as requested by T Mobile. She would like council to be aware that the easement has been altered in that the request was for a blanket easement on the 64-acre site but has been changed to an easement for the direct path to the tower.

Street Lights: Councilor McNair would like to know how the city is charged by West Oregon for the street lights. It has come to his attention that some of the street lights are not working properly and are flickering on and off. City Administrator Mitchell stated that she will look into the issue and have West Oregon fix the requested poles.

Disaster mitigation: City Administrator Mitchell stated that she received an email regarding a potential pre-disaster mitigation grant for the December 8th flood event. The Grant is for \$90 million and will be spread out over all affected areas of Oregon. City staff will be creating a report to submit asking for grant funds. City staff has identified 2 houses and 4 trailers that may qualify for funds, 2 of which were supposed to be removed after the December 2007 flood but were instead remodeled. They are working with the owner of these homes to get them raised.

Action Items Summary –City Administrator

- HEAL Cities Resolution to Council at the March 7th Council meeting
- Bring Park Fees amending Master Fee Schedule to 2nd March Council meeting
- Staff will bring back Sewer rate structure for the Public Hearing on March 7th, and rate amendment to 2nd March Council meeting. Rate structure to be SLP by meter flow factor, Base Fee by meter flow factor.
- Revisit Time, Place, Manner Ord. for marijuana 1st Council meeting in March
- Add new Library fees to the Master Fee Schedule at the 2nd March Council meeting
- Staff will contact WOEC about street lights that are out at Old Country Kitchen, C Street/East Street, A Street close to the river, raised house by pine cone

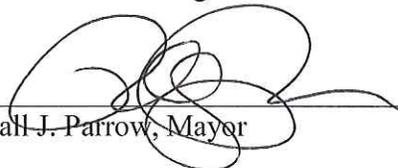
Adjournment

Councilor Tierney adjourned the meeting at 9:51pm.

These minutes were approved at the March 7th, 2016 City Council Meeting.



Stephanie Borst, City Recorder



Randall J. Parrow, Mayor