

**CITY OF MANZANITA
APRIL 5, 2017
CITY COUNCIL MEETING**

CALL MEETING TO ORDER: The meeting was called to order at 7:00 p.m. in the City Council Chambers by Mayor Mike Scott.

ROLL: Members present were: Mike Scott, Leila Salmon, Hans Tonjes, Linda Kozlowski and Scott Galvin. Staff present: City Manager Jerry Taylor, Assistant City Manager Cynthia Alamillo, Public Works Director Dan Weitzel and Administrative Assistant Kristin Grassetth.

AUDIENCE INTRODUCTION: There were 10 citizens in attendance.

PUBLIC COMMENTS & COMMUNICATIONS:. Councilor Kozlowski stated that the Emergency Volunteer Corps will be having its annual meeting on Monday April 24th with Dr. Jonathan Allan of DOGAMI as the featured speaker. Kozlowski than thanked the Adventist Clinic for completing a drill with the Medical Reserve Corps.

CONSENT AGENDA:

- A. APPROVAL OF MINUTES – March 8, 2017 Regular Council Meeting.
- B. APPROVAL OF BILLS FOR PAYMENT
- C. PERMIT FOR TEMPORARY FIREWORKS STAND(RINEHART)

Motion was made Tonjes, seconded by Kozlowski to approve the consent agenda that includes approval of the March 8, 2017 Regular Council meeting; to approve payment of bills and all subsequent bills subject to approval by the Mayor or Council President and City Manager; and to approve a temporary business license for a fireworks stand in the Manzanita Grocery and Deli parking lot (Rinehart). Motion passed unanimously.

NEW BUSINESS:

A. Presentation on EVC Water, Sanitation and Hygiene (WaSH) Class - Dave Boone and Stew Martin made a short presentation to the Council on this class and ways they helped people to be prepared in time of crisis. The class teaches how to source, store and purify water; sanitation of both human and animal waste; and most importantly hygiene. They asked advice on how to get the word out on this class. Jerry Taylor said he could put an article in the next City newsletter.

B. Special Event Permit - City Manager Taylor explained the permit for the Farmers Market and what it entailed including the street closure of 5th Street, and insurance coverage. The Permit does not include the separate agreement between the Farmers Market and the City for use of the parking lot for buildings and storage. Taylor said the City will be working with the Farmers Market staff regarding the fence adjacent to the property to the south of the parking lot. Council asked questions regarding the response from neighbors.

Motion was made by Salmon, seconded by Kozlowski to approve the Special Event Permit for the 2017 Manzanita Farmers Market. Motion passed unanimously.

C. Subdivision Improvements Agreement (Classic Street Cottages Phase 3) -

City Manager Jerry Taylor reported that this subdivision is the third and final phase of the Classic Street Cottages planned development. The construction of this final phase will also result in Jackson Way being a one-way street going from Dorcas Lane to a new intersection with Classic Street extension (Erickson Way). Taylor stated that the Manzanita Subdivision Ordinance provides that once a tentative plan for a subdivision is approved by the Planning Commission, that the developer must complete all public improvements before a final plat of the subdivision is approved. As an alternative, the final plat of the subdivision may be approved if the developer signs a subdivision improvements agreement with the City and provides a bond or cash to guarantee the completion of the public improvements. Jim Pentz of Manzanita Investment Properties had deposited \$73,415 with the City as a performance guarantee. The Planning Commission will review the final plat and will most likely approve the final plat subject to Council approval of the subdivision improvements agreement.

Motion was made by Kozlowski, seconded by Galvin to approve the subdivision improvements agreement with Manzanita Investment Properties LLC to guarantee completion of the subdivision improvements for Classic Street Cottages 3 subdivision. Motion passed. (Tonjes recused himself from the vote.)

D. Agreement For Visitor Center Coordinator - Staff reported the current agreement with Dan Haag to operate the Manzanita Visitors Center expires on April 30, 2017. He noted that Mr. Haag has done an outstanding job in keeping the Center open and providing timely information to visitors. He has developed an excellent group of volunteers, and the Center reflects well upon the community. Taylor stated this new agreement is identical to the current agreement except that the compensation for services has been increased by 4.5% to reflect a cost of living adjustment and merit for excellent performance.

Motion was made by Galvin, seconded by Tonjes to approve the agreement with Dan Haag to provide Visitors Center coordination services. Motion passed unanimously.

OLD BUSINESS:

A. Ordinance 17-02 Renewing Franchise Agreement with Tillamook PUD (Second Reading) - City Manager Jerry Taylor reported that the five year franchise with Tillamook PUD expires March 31, 2017. The PUD has proposed a successor five year franchise that is essentially the same as the current franchise agreement. The City Attorney has reviewed the franchise and has suggested a few minor changes, but essentially the renewal agreement is acceptable.

Motion was made by Tonjes, seconded by Kozlowski to read "an Ordinance granting an exclusive franchise to Tillamook People's Utility District, its successors and assigns to construct, operate and maintain an electric energy distribution system in the city" by title only for its second and final reading and to adopt said Ordinance as of its second and final reading. Motion passed unanimously.

CITY MANAGER’S REPORT:

A. Public Works- Public Works Director Dan Weitzel gave an update on the Carmel Avenue project and stated that the City has given the contractor 5 extra days due to weather, now making the new completion date May 31st. Weitzel informed the Council that the CO₂ project is ready to go to bid but wanted them to be aware of a unforeseen cost of \$16,215 for a new transformer from TPUD.. By consensus Council agreed to move ahead with the project. The blue reservoir is empty and now being repaired and refinished, Weitzel offered any Council member the opportunity to walk through the reservoir while they could. The Public Works Director explained that the cost of the engineering for the emergency wells at the treatment plant and the costs of drilling for a new source was less than running a new line to replace the badly damaged line from the dams on Anderson Creek. Finally, Weitzel reported on storm line repairs made on Hallie Lane and when Public Works will be installing the new Pickleball net at the Park.

MISCELLANEOUS:

- 1. Highway 101 project:** City was informed by ODOT that it should take 4 months to complete.
- 2. Underhill Plaza:** Burn permits have been issued and burning will start anytime of wood debris created by last fall's tornado.

Mayor Scott adjourned the meeting at 8:17 p.m.

**MINUTES APPROVED THIS
3RD DAY OF MAY, 2017**

Michael Scott, Mayor

ATTEST:

Jerald P.Taylor, City Manager/Recorder