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CITY COUNCIL MAY 5, 2014      **AGENDA**  
REGULAR MEETING 7:00 PM  
City Hall, 1001 Bridge St. Vernonia OR 97064

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**Vision Statement**

Vernonia will continue to build a secure and diverse economic foundation while maintaining its historic atmosphere and undying sense of community through the values of: Pride – Integrity – Respect

**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.

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**1. Call to Order and Pledge of Allegiance – Mayor Josette Mitchell**

**2. Additions or Corrections to Agenda**

**Proclamation – Metro West, Jeff Mathia**

**Presentation – Picnic Shelter and Restroom at Spencer Park -- Scott Laird, Parks Committee President**

**3. Mayor Report**

A. Recommendation from Parks Committee to approve spending of \$1500 for repair of bleachers owned by the Vernonia Logging Show.

**4. Councilor Committee Meeting Reports**

**5. Topics from the Floor/Audience Participation**

*Persons addressing the Council must state their name for the record. All remarks shall be directed to the entire City Council. The Council reserves the right to delay any action requested until they are fully informed on the matter.*

**6. Consent Agenda for Acceptance**

*The Consent Agenda is a policy of the governing body to approve, in one motion, routine and/or noncontroversial items, which can be determined prior to the meeting.*

**7. Consent Agenda for Approval**

A. City Council Minutes April 21, 2014

**8. Unfinished Business**

A. City Administrator Recruitment – Angie Handegard, Finance/HR

**9. New Business**

**10. Business from Departments**

- A. Police Department – Chief Michael Conner
- B. City Administrator – Pro Tem Josette Mitchell

**11. Ordinances/Resolutions**

A. Second Reading by Title Only Ordinance 893 An ordinance of the City of Vernonia Codifying Title 3, Public Protection, of the Vernonia Municipal Code and

repealing Ordinances 313, 520, 544, 558, 598, 599, 582, 601, 605, 644, 690, 756, 809, and 813, including resolutions that amended these ordinances.

**12. Correspondence**

**13. Items from Mayor, Councilors, City Administrator**

**14. Recess to Executive Session as per 196-660(2)**

*The City Council will now meet in Executive Session for the purpose of  
a-g*

*The executive session is held pursuant to ORS 192.660 (2), which allows the Council to meet in executive session for the purpose stated.*

*Representatives of the news media and designated staff are allowed to attend the executive session.\* All other members of the audience are asked to leave the room. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the session as previously announced. No decision may be made in executive session. At the end of the executive session, we will return to open session and welcome the audience back into the room. \*Council may choose to allow other specified persons to attend.*

*"A member of the news media or designee may not disclose any information from executive session, may not tape record, digitally record, and/ or video record any information to decrease the likelihood that information discussed in the executive session will be inadvertently disclosed."*

**15. Return to Open Session for Final Action**

**Adjournment**

\*\*\*AMERICANS WITH DISABILITIES ACT NOTICE\*\*\*

Please contact the City Recorder, Vernonia City Hall, 1001 Bridge Street, Vernonia, OR 97064 (Phone No. 503-429-5291) at least 48 hours prior to the scheduled meeting time if you need an accommodation. TCC users please call Oregon Telecommunications Relay Service at 1-800-735-2900.

## **Joann Glass**

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**From:** scott laird <mrscottlaird@yahoo.com>  
**Sent:** Thursday, April 24, 2014 6:24 AM  
**To:** Josette Mitchell; Angie Handegard; Joann Glass; Donna Webb; Alicia Normand;  
AliciaNormand@UmpquaBank.com  
**Subject:** Bleacher Repair

At the April 24, 2014 Parks Committee Meeting, the Parks Committee voted to approve the spending of \$1500 for repair of bleachers owned by the Vernonia Logging Show.

**Scott Laird**

**mrscottlaird@yahoo.com**

**503-367-0098 cell**

**Vernonia's Voice**

**PO Box 55**

**Vernonia, OR 97064**



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CITY COUNCIL APRIL 21, 2014 **MINUTES**  
REGULAR MEETING – 7:00 PM  
City Hall, 1001 Bridge Street, Vernonia OR 97064

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**Councilors Present:** Mayor, Josette Mitchell; Councilors: Donna Webb, Bruce McNair, Kim Tierney and Randy Parrow  
**Staff Present:** Officer Matt Brady; Joann Glass, City Recorder  
**Press:** Vernonia’s Voice, Scott Laird

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**1. Call to Order and Pledge of Allegiance:** Mayor Mitchell called the meeting to order at 7:00 pm

**2. Additions or Corrections to Agenda**

Add to 9. New Business A. Temporary Public Works Employees – Discussion  
B. WWTP Funding Scenario

11. Ordinances/Resolutions C. Ordinance No. 894 – Moratorium on Marijuana

Councilor McNair moved, “To accept the agenda with the additions added.”  
Councilor Parrow seconded the motion. Motion carried.

**3. Mayor Report**

A. Re-appoint Tim Bero to Airport Committee

B. Recommendation for Airport Committee Member – Doug Davenport

Mayor Mitchell with the Council consensus reappointed Tim Bero to the Airport Committee and appointed Doug Davenport to the committee.

C. Recommendation to have Shannon Wilson conduct more test bores – Public Work Committee

Councilor Webb requested to have more explanation from the Public Works Committee before making a decision.

Councilor McNair understands there is money to do this request. Need to move forward.

Consensus of Council was to table this recommendation for the next city council meeting to have more information on the cost and time line.

D. Recommend separation of O&M and debt services in both sewer and water funds from Public Works Committee

Councilor Tierney moved, “To accept the recommendation from the Public Works Committee for the separation of O&M debt services in both sewer and water funds.” Councilor McNair seconded the motion. Motion carried.

**4. Councilor Committee Meeting Reports**

There were no reports presented

April 21, 2014

DRAFT City Council Minutes

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## 5. Topics from the Floor/Audience Participation

*Persons addressing the Council must state their name for the record. All remarks shall be directed to the entire City Council. The Council reserves the right to delay any action requested until they are fully informed on the matter.*

DeAnna Pearl reported that the VPC is alive and well with a full twelve member board. The data from VPC is that since 2008 for the youth of Vernonia there is a reduction of the following: underage drinking by 47%, tobacco abuse by 32%, marijuana abuse by 78%, and prescription drug use by 42%. Choices are being provided and the youth are making the better choices. DeAnna continued to report that she attended an Oregon Summit on Marijuana and that the Data from Colorado, where marijuana has been legalized, is not good. It was reported that violent crimes are being committed, businesses are being burglarized and there is an increase in home invasions. She recommends that Council pass the yearlong moratorium on marijuana.

Sandy Welch commented that she is in favor of the moratorium on marijuana that Council has before them especially with the jail levy before voters.

Scott Laird expressed that the medical marijuana moratorium is regressive and does not support a moratorium for one year. There are people that are thankful for the use of medical marijuana during a terminal illness. Give a lot of consideration before passing this moratorium.

## 6. Consent Agenda for Acceptance

*The Consent Agenda is a policy of the governing body to approve, in one motion, routine and/or noncontroversial items, which can be determined prior to the meeting.*

No Committee presented information for acceptance

## 7. Consent Agenda for Approval

### A. City Council Minutes April 7, 2014

Add to 8 b. Unfinished Business – Add -- Council chose not to act due to no information.

Councilor McNair moved, “To accept the City Council minutes for April 7, 2014 with the addition noted.” Councilor Webb seconded the motion. Motion carried.

## 8. Unfinished Business

### A. Betterment Fund Recipient Application 2015

Council reviewed the Betterment Fund Recipient Application 2015 and noted corrections:

Eligible groups/organizations “will be juried” not “~~we be juried~~”.

Betterment funds “will be” received not “~~are received~~” “by the City” not “~~to the~~” City.....

### B. Bleachers at Hawkins Park – Alicia Normand, Jamboree Committee

Alicia Normand explained that the bleachers at Hawkins Park belong to the Logging Show and on June 7<sup>th</sup> and 8<sup>th</sup> a group will be pressure washing, painting, and cleaning them. To purchase or rent bleachers the logging show doesn't have money to rent or purchase. The Jamboree Committee is requesting that parks be able to donate \$1500 to help with the repair of the bleachers so that they can be used during the logging show.

Councilor Webb questioned that the bleachers are owned by the logging show and sitting on city property why is the city responsible for them.

Alicia explained that the logging show is trying to work hand in hand with the city as the city does use the bleachers during sports events.

Council had a memo from Finance explaining that the City Agent from WSC Insurance regarding the insurability of the bleachers and they are covered under the City's policy, but that if they don't meet the standards for safety the City may want to consider disposing of them. The decision the City needs to make is whether or not we wish to assume the risk of allowing the public to use these bleachers on City property.

Mayor Mitchell expressed that the city most likely will not be using the bleachers and will post signs they are not for public use as the city does not want claim rates to go up due to not meeting safety standards.

Mayor Mitchell questioned Scott Laird, Parks Committee President if the \$1500 was a straight donation to the logging show with no specifications. Scott Laird will need to call a special meeting to discuss with the Parks Committee.

Councilor Parrow moved, "To donate to the Logging Show \$1500 from the parks line item on Parks Committee approval." Councilor Tierney seconded the motion. Motion carried.

## **9. New Business**

### **A. Temporary Public Works Employees – Discussion**

Two positions were posted and interviews have been done for two full time temporary Public Works Employees for five (5) months at \$13.00 per hour no benefits. The two positions are for 40 hours working in water and sewer and the other for 20 hours working in streets. These temporary positions will be filling in for a Public Works staffer who is recovering after knee surgery.

Councilor Tierney questioned where these positions were advertised and did not think that only posting on the web page and facebook was adequate.

Pro Tem City Administrator, Josette Mitchell explained that the posting was legally adequate for a temporary position and the immediate need to have help for public works while they are less one person. She will look at drafting a resolution for guidelines when advertising for job positions.

Consensus was to go forward at this time with hiring for the temporary positions.

### **B. WWTP Funding Scenario**

Council was presented two Scenario's for the WWTP Funding. Scenario #1 was to fund project using existing DEQ loan or Scenario #2 Close Existing DEQ loan and roll forward to new DEQ loan to finance Biosolids.

Councilor Webb moved, "To proceed with Scenario No. 2 for the WWTP Funding." Councilor Parrow seconded the motion. Motion carried.

## **10. Business from Departments**

### **A. Police Department**

Officer Brady reported that there is support from the County through the day when needed until Chief Conner returns.

### **B. Pro-Tem City Administrator**

Josette Mitchell reported that City Hall will be closed Thursday and Friday April 24<sup>th</sup> and 25<sup>th</sup> so that the building property files can be organized to be ready for a CAV visit and for FEMA compliance. The files will have the same information at a glance based on the GIS spread sheets which will include the zoning and flood plain permit if needed.

The Park Host Agreements for Anderson and Airport have been signed and on file. The agreement for the Park Host and Vendor at the Lake has not been signed yet due to conflict between the vendor and park host contracts which are for the same person.

Glen Reynolds has been hired as the Park Maintenance Worker for mowing the city parks and open spaces.

No information has been received from Larry Steel concerning the water line

She has met with the Ridge Rider President, Rick Gardner and is working toward colabberation of options. The Ridge Rider group is wanting a practice area to drop in whenever to practice. It would be the area next to the back road along the river. Mr. Gardner will be meeting with his group and explaining what is going on.

Discussion occurred between the Councilors and it was suggested the Pro-Tem City Administrator share with Mr. Gardner that the 12 days that was recommended by the Parks Committee and the fees stand and that the area is city property. On the days that the Ridge Riders are not scheduled for use the arena can be rented out and she will verify that the practice area does not block access to the river.

Josette shared that the Public Works back hoe pump went out and needs to be replaced.

## **11. Ordinances/Resolutions**

### **A. Resolution No. 11-14 Updated Columbia County Multi-Jurisdictional Hazard Mitigation Plan**

Councilor Tierney moved, "To adopt Resolution No. 11-14 a Resolution updating changes to the 2009 Columbia County Multi-Jurisdictional Hazard Mitigation Plan Update." Councilor McNair seconded the motion. Motion carried with all ayes.

### **B. Ordinance No. 893 – An Ordinance codifying Title 3 Public Protection**

The City Recorder read the first reading by title only Ordinance No. 893 An Ordinance of the City of Vernonia Codifying Title 3, Public Protection, of the Vernonia Municipal Code and repealing Ordinances 313, 520, 544, 558, 598, 599,

582, 601, 605, 644, 690, 756, 809, 813, and including resolutions that amended these ordinances.

C. Ordinance No. 894 An Ordinance of the City of Vernonia Declaring a Moratorium on Medical Marijuana Facilities, and Declaring an Emergency.

The City Recorder read the first and second reading by title only Ordinance No. 894 An Ordinance of the City of Vernonia Declaring a Moratorium on Medical Marijuana Facilities and Declaring an Emergency.

Councilor McNair moved, "To adopt Ordinance No. 894." Councilor Webb seconded the Motion with all ayes. Motion carried.

Mayor Mitchell: Ordinance No. 894 has had its first and seconded reading and will become effective upon adoption.

**12. Correspondence**

- A. Budget Meeting April 18, 2014 – 6:00 pm VCLC
- B. Budget Meeting April 23, 2014 – Public Hearing 6:00 pm VCLC
- C. Budget Meeting April 29, 2014 – 6:00 pm VCLC

**13. Items from Mayor, Councilors, City Administrator**

Councilor McNair asked that a back hoe for public works be discussed during the budget process.

Josette Mitchell, Pro-Tem City Administrator shared that she will be having a conference call with the Oregon Solution Team concerning California Avenue.

**14. Recess to Executive Session as per ORS 196.660 (2)**

Council did not recess to executive session

**Adjournment:** City Council adjourned the April 21, 2014 meeting at 9:34 pm

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2014

\_\_\_\_\_  
Josette M Mitchell, Mayor

Attest: \_\_\_\_\_  
Joann M Glass, City Recorder



## **Memo**

**To: Mayor & Council**

05/01/2014

**From: Finance/HR**

**Re: City Administrator recruitment**

Please read over the information provided from HR Outsourced. We have contacted this company to do reference checks for the upcoming City Administrator recruitment process. We have used them in the past and they have worked for many other small cities as well. Samples of their work has been included.

Thank you-

Angie Handegard  
Finance Administrator  
503-429-5291  
[financial@vernonia-or.gov](mailto:financial@vernonia-or.gov)

ORDINANCE NO. 893

An ordinance of the City of Vernonia codifying Title 3, Public Protection, of the Vernonia Municipal Code and repealing Ordinances 313, 520, 544, 558, 582, 598, 599, 601, 605, 644, 690, 756, 809, and 813 resolutions that amended these ordinances.

WHEREAS, in 2005 the City began the process of codifying its ordinances into a single municipal code in order to improve administrative efficiency but has not completed the codification;

WHEREAS, Title 3, Public Protection, is proposed to include the public protection regulations incorporating all such regulations found in existing Ordinances No. 313, 520, 544, 558, 598, 599, 582, 601, 605, 644, 690, 756, 809 and 813, as they may have been amended by ordinance or resolution; and

WHEREAS, City Council desires to codify Title 3, Public Protection, of the Vernonia Municipal Code.

NOW, THEREFORE, THE CITY OF VERNONIA ORDAINS AS FOLLOWS:

Section 1. Title 3, Public Protection, is added to the Vernonia Municipal Code, incorporating Ordinances 313, 520, 544, 558, 598, 599, 582, 601, 605, 644, 690, 756, 809 and 813, as they may have been amended by ordinance or resolution. Upon publication of Title 3 of the Vernonia Municipal Code, all ordinances and resolutions codified in Title 3 are repealed.

Section 3. The City Recorder is authorized to prepare Title 3, Public Protection, as specified in Section 1, including any final numbering, pagination, corrections, cross-references and minor clarifications as determined to be needed by City staff.

Read for the first time: April 21, 2014

Read for the second time and passed: \_\_\_\_\_, 2014, to become Effective thirty (30) days hence.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2014

\_\_\_\_\_  
Josette M Mitchell, Mayor

Attest, \_\_\_\_\_  
Joann M Glass, City Recorder