



City Council Regular Session Minutes

February 20, 2024

CALL TO ORDER

Mayor Burris called the meeting to order at 7:00 PM on Tuesday, February 20, 2024, at the City Hall Council Chambers located at 210 Laurel Avenue in Tillamook, Oregon. Microsoft Teams was live and available to the public for the duration of the meeting.

PLEDGE OF ALLEGIANCE

Mayor Burris led the Pledge of Allegiance to the Flag of the United States of America.

ROLL CALL

Deputy City Recorder, Tammy Heitsman conducted the roll call. The following persons were present:

Council: Councilor Jason Hopkins; Councilor Brian Reynolds; Councilor John Sandusky; Councilor Nicholas Torres; Councilor Garrett Noffsinger

Staff: Nathan George, City Manager; Jamy Christensen, Assistant City Manager; Tammy Heitsman, Deputy City Recorder; Police Lt. Troxel; Megan Carpenter, City Planner; Kyle Fetzer, Acting Public Works Director; Kenny Oleman, Wastewater Division Supervisor

Public: Jane Scott, Jane Scott Video Productions; Will Chappell, Editor Headlight Herald (via Teams); Sylvia Schriber; Dustin Johnson; Anna Jackson, American Red Cross;

Absent: Councilor Henson

MINUTES

None

PROCLAMATION/ANNOUNCEMENTS

American Red Cross Month Proclamation – **Councilor Reynolds** read the Proclamation. Anna Jackson with the American Red Cross spoke on behalf of The Red Cross and thanked the Council for the support.

PUBLIC COMMENT ON AGENDA ITEMS (other than public hearings)

None

PRESENTATIONS

1. Temporary Councilor Appointment for Ward 6

Sylvia Schriber submitted a letter of intent. **Councilor Sandusky** asked her why she wanted to be on the Council. Ms. Schriber explained that she is a lifelong resident of Tillamook and raised both her children here. She was active in volunteering with school activities and feels that now is a good time for her to get more involved and be a voice for businesses within the city. **Councilor Reynolds** made a motion to appoint Sylvia Schriber temporary Council Member for Ward 6. **Councilor Torres** seconded the motion. The motion passed with the following votes.

COUNCILOR	AYE	NAY	ABSTAIN	ABSENT
Councilor Noffsinger	✓			
Councilor J. Hopkins	✓			
Councilor Reynolds	✓			
Councilor Sandusky	✓			
Councilor Torres	✓			
Councilor Henson				✓

NEW BUSINESS

1. Request to approve an appointment to the Planning Commission

Dustin Johnson applied to continue his appointment on the Planning Commission. He has been serving since 2019 and he stated he has thoroughly enjoyed his time on the Planning Commission. It was consensus of the Council seated to approve the appointment.

2. Request to approve an OLCC (Oregon Liquor and Cannabis) License for the property located at 303 Pacific Avenue

City Manager George explained this request is from the new owners of the Shell Station on 3rd Street and Pacific Avenue. It is a change of ownership. Nothing has changed as far as use. It has been reviewed internally by all departments. They found no issues and recommend the Council approve. **Councilor Torres** made a motion to approve an OLCC license for the property located at 303 Pacific Avenue. **Councilor Hopkins** seconded the motion. The motion passed with the following votes.

COUNCILOR	AYE	NAY	ABSTAIN	ABSENT
Councilor Noffsinger	✓			
Councilor J. Hopkins	✓			
Councilor Reynolds	✓			
Councilor Sandusky	✓			
Councilor Torres	✓			
Councilor Henson				✓

3. Request to approve removal of five parking spaces on 4th Street between Nestucca Avenue and Ocean Place

City Planner, Megan Carpenter gave an overview and stated that it has been brought up at several Planning Commission meetings regarding the area of Nestucca Avenue and Ocean Place which has become highly congested. There are vision clearance issues with parked cars on Fourth Street. On the map it shows that when you're coming around the corner with the two commercial driveways that come out of Umpqua Bank, it's hard to see not only the people coming onto Fourth Street out of Umpqua Bank, but also the people turning the corner. There are also trucks and emergency vehicles that turn that corner, which makes it tight with the additional parking from the Willet Apartments. When we originally reviewed the Willet Apartments, they were not required to have parking, however, they did install a parking lot for their tenants. We do not feel that removing these parking spaces will be a significant issue.

Councilor Hopkins stated he agreed with the removal of the 2 spaces on the Umpqua Bank side of Fourth Street (on the north side) but seems unnecessary to have the 3 removed in front of Willet Apartments (on the south side). **Mayor Burris** asked about striping. **Megan Carpenter** noted that according to the Transportation System Plan, all roads in Tillamook are supposed to be striped but none of them are. Public Works has stated it is a budget issue and we have it on our list and in the Transportation Plan. **Megan Carpenter** stated that only removing the 2 spaces would be sufficient. **Councilor Noffsinger** agreed with the 2 spots and believes it will help with congestion. **Councilor Reynolds** asked about changing the stop sign from a right turn permitted without stopping to a full stop. **Megan Carpenter** stated that it has been discussed in the past in both Planning Commission meetings and City Council meetings, but no decision was ever made. She also noted that it is not in the Transportation Plan but that adding 2 roundabouts is in the plan, however the cost for that was estimated at \$1.2 million dollars and that is just not feasible at this time. **Mayor Burris** stated that most people are turning right versus going straight at that stop sign and that making it a full stop would cause more congestion and back up traffic on Third Street.

Councilor Noffsinger made a motion to remove 2 parking spaces between Nestucca Avenue and Ocean Place. **Councilor Hopkins** seconded the motion. The motion passed with the following votes.

COUNCILOR	AYE	NAY	ABSTAIN	ABSENT
Councilor Noffsinger	✓			
Councilor J. Hopkins	✓			
Councilor Reynolds	✓			
Councilor Sandusky	✓			
Councilor Torres	✓			
Councilor Henson				✓

PENDING BUSINESS

None

REPORTS

1. **Mayor's Report – Mayor Burris** commented on the Charity Drive and thanked all the students, staff and parents for their support and help during all the events. A big thanks to all the businesses in town that helped supporting the classes.
2. **City Manager City Operations Monthly Report – City Manager George** stated that our new part-time Utility Clerk has started, and we are going through the background check on a new Code Enforcement Officer. Tillamook People's Utility District submitted paperwork to move forward on an easement that was approved by City Council in 2018 with a payment to The City of \$12,600. **City Manager George** stated that the City Council directed the City Manager at that time to finalize and carry out the project. He said he would do so unless anyone on Council was opposed. None were opposed. There will be an upcoming substance use disorder presentation on March 18. The upcoming work session on March 4 will have a presentation on sewer lateral lines and a presentation from the Police department. **Councilor Torres** asked about the shopping cart ordinance. **Lt. Troxel** noted that all the major stores in town are in support of the ordinance. If a shopping cart is seen in town, call the store that the cart belongs to and let them know where the shopping cart is located, and needs to be picked up. You can also call the non-emergency number and report it. **City Manager George** stated that our new website will go live on March 4.
3. **Financial Report – Assistant City Manager Jamy Christensen** stated that the supplemental budget will come out in April.
4. **Planning Commission Liaison Report – Councilor Torres** reported that the Planning Commission discussed reappointing Dustin Johnson. There was discussion about a sign for Golden Eagle Apartments.
5. **Tillamook Urban Renewal Agency (TURA) Liaison Report – Councilor Noffsinger** reported that funds were approved for HomeLife Furniture for building improvements. Dennis Wine is also considering purchasing the Beals Building. More discussions were had with the City discussing the TURA Administrator position.
6. **Tillamook County Housing Commission Appointee Report – City Planner, Megan Carpenter** reported there were 4 new applicants. Reports will be coming out in March on how it was decided.

PUBLIC COMMENTS (items not on the agenda)

None

CORRESPONDENCE/STAFF COMMUNICATION/DISCUSSION

City Manager George stated that we have received the annual request regarding the fair booth. After discussions with staff and department heads, we do not feel it has been a great benefit and it is hard to find staff to work in the booth. The council agreed not to purchase a booth this year.

COUNCIL COMMENTS (items not on the agenda)



Councilor Torres welcomed Sylvia Schriber and feels she will bring a good perspective from a small business standpoint and private sector. **Councilor Hopkins** asked about the June Dairy parade route. **City Manager George** stated that the City met with the Chamber last year and worked everything out. He stated that there are no more issues and everything will continue as it did last year. **Councilor Hopkins** thanked **Jamy Christensen** for meeting with him and going over the budget for more clarification. **Sylvia Schriber** stated she is excited to be a part of the Council and looking forward to learning new things.

AUTHORIZATION TO PAY BILLS

Councilor Noffsinger made a motion to pay the bills as presented to the City Council in full. **Councilor Sandusky** seconded the motion. **Deputy City Recorder Tammy Heitsman** conducted a roll call on the motion. The motion passed.

COUNCILOR	AYE	NAY	ABSTAIN	ABSENT
Councilor Noffsinger	✓			
Councilor J. Hopkins	✓			
Councilor Reynolds	✓			
Councilor Sandusky	✓			
Councilor Torres	✓			
Councilor Henson				✓

ADJOURNMENT

Mayor Burris adjourned the Regular Session of the Tillamook County Council at 7:43 p.m.

Approved by:

Attest:

Aaron Burris 3-18-24 *Tammy Heitsman* 3-18-24
Aaron Burris, Mayor Date Tammy Heitsman, Deputy City Recorder Date