



## MINUTES

City Council - Regular Session Meeting  
Monday, February 5, 2024 7:00 PM  
Jessie Mays Community Center  
and also via Zoom

**COUNCIL  
MEMBERS:**

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

**STAFF PRESENT:**

City Manager Andy Varner, Finance Director Bill Reid, City Recorder  
Lori Lesmeister, Downtown Coordinator/Assistant Planner Rowan  
Maiorano

**OTHER:**

**1 LOGIN INFORMATION TO ATTEND VIA ZOOM**

**Join Zoom Meeting**

<https://us02web.zoom.us/j/84624241829?pwd=NnBBd09uOUVGSVhXUXQzMjlUMHpaUT09>  
Meeting ID: 846 2424 1829  
Passcode: 831831

**Phone in (no internet)**

253-215-8782  
Meeting ID: 846 2424 1829  
Passcode: 831831

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**2 WORK SESSION - 6:00 PM with Planning Commission**

a) **Work Session Cancelled**

**3 CALL TO ORDER at 7:00 pm**

**4 PLEDGE OF ALLEGIANCE**

**5 ROLL CALL**

- a) All Councilors in attendance.  
Councilor Papen attended via Zoom.

**6 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 February 5, 2024 City Council Regular Session Agenda**
- b) **Approval of January 16, 2024 City Council Minutes.**  
**Motion to approve the Consent Agenda with the moving of Resolution No. 2254 to its own agenda item after Public Comment**

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

- c) **Resolution No. 2254 - Approving permanent fee waiver for Jessie Mays Rental for Washington County Search & Rescue**

*This item was moved from the Consent Agenda to come after Public Comment.*

Aaron Codino with the Washington County Search and Rescue was in attendance to give a brief overview of their program and how Washington County benefits from it. The program has been around for more than 50 years, providing young men and women between the ages of 14 to 21 the opportunity gain insight into the field of Law Enforcement, Search and Rescue, and Emergency Medical Services.  
Brief questions and discussion.

**Move to adopt Resolution No. 2254 permanently waiving the rental fee of Jessie Mays for the Washington County Search & Rescue's annual banquet**

Moved by Councilor Smith. Second by Councilor Martinez.  
Motion was approved unanimously.

**7 PUBLIC COMMENT: None**

**8 SWEARING IN OF POLICE CHIEF NICK JONES**

- a) **Swearing in of Police Chief Nick Jones**

Mayor Lenahan swore in Chief Nick Jones.

Chief Jones then introduced his family members and friend that were in attendance tonight.

Former North Plains Police Chief James Haxton said a few words about his time as chief in North Plains and how much he enjoyed it. Chief Haxton said that he is sure that Chief Jones will fit right in and do a great job for the residents of North Plains. Each of the councilors gave a brief statement thanking Chief Haxton and welcoming Chief Jones.

**9 PRESENTATION:**

a) **DESIGN FOR NEW DOWNTOWN WELCOME SIGN**

Rowan Maiorano, Downtown Coordinator/Assistant Planner provided a PowerPoint presentation on the new welcome sign that will be placed at the corner of Commercial Street and Glencoe Road. They provided a rendering of the design that was done by Muralist Allison McClay and asked the council for feedback on the sign regarding content, layout, color, and font.

Discussion ensued.

After the council gave their feedback, Maiorano said they will take back all the suggestions to Ms. McClay and an updated draft will be brought to City Council for further feedback or approval.

**10 PUBLIC HEARING / ORDINANCES:**

a) **Second Reading and Adoption - Ordinance No. 493 Amending Terms of Duration of the City Business License**

No questions or discussion.

*Move to do second reading of Ordinance No. 493 by title only.*

Moved by Councilor Fage. Second by Councilor Martinez.  
Motion was approved unanimously.

*Move to adopt Ordinance No. 493*  
Moved by Councilor Sheldon. Second by Councilor Kindel.  
Motion was approved unanimously.

**11 UNFINISHED BUSINESS:**

a) **Business License Application Fee Discussion**

Finance Manager Bill Reid provided information from other cities in Washington County on what their business license fees are, and if they have an application fee. Reid said that our charges are in the middle of all of those cities.

Councilor Fage said he wants to see the application fee lowered or removed altogether.

Discussion ensued.

Mayor Lenahan feels that the application fee is appropriate since staff time is involved in looking into new businesses and setting them up in our system.

Councilor Martinez agreed with Mayor Lenahan.

Councilor Sheldon said that he feels the application fee is reasonable, and he doesn't see it as a deal-breaker for new businesses. Sheldon said we should stay with the fee structure that was previously approved.

No action necessary.

**12 NEW BUSINESS: None**

**13 REPORTS**

a) **City Manager Report**  
**CC Business Calendar**

City Manager Varner said that we are still working on nailing down a date for the Council Retreat. He asked those that had not filled out their choices on the Doodle Poll to please do that. There was discussion on having it in April since Easter and Spring break are in March this year.

Tom Holt, the lobbyist for North Plains will be providing some testimony tomorrow to the House Economic Development Committee on behalf of North Plains.

City Manager Varner said that he recently reached out to Jordan Gutierrez who is running for House District 31. He said he would like to get Gutierrez familiar with North Plains and hopes to meet with him in the next couple weeks.

Finance Director Bill Reid, along with City Manager Varner, met with members of the Washington County Democrats. They wanted to get more familiar with North Plains and learn more about the Urban Growth Boundary issue that is on the May ballot.

City Manager Varner said he has added an area on the City Council Business Calendar to track issues or items that have been requested by any of the councilors. His hope is that it will help everyone stay on track with issues that have been brought up.

Discussion turned to a date for the Council Retreat that would work for everyone. Sunday, April 14, 2024, was the date that was agreed on, with the time to be determined.

b) **Council Reports**

Councilor Smith attended the tour of the new Center for Addiction in Beaverton and felt that North Plains had good representation.

Councilor Smith was walking around the Brynhill Subdivision and stopped to talk to a resident that lived in the area. The resident said that he was told by Lennar that the fences that were a code issue last year will be fixed within the next month.

Mayor Lenahan attended the memorial service for Gery Shirado who was the mayor of Durham. She said there was a good turnout. Mr. Shirado was the longest serving mayor in Washington County, at over 27 years.

Mayor Lenahan met up with Susan Brown from the Friends of the Library today because she had someone that wanted to donate some books to the Friends of the Library. When Mayor Lenahan called the person that was donating to let her know they were on their way, she told the mayor that she had 60 boxes of books, as well as all of the books that were on the bookshelves in her house that she had not boxed up yet. It was a great donation to the Friends of the Library.

c) **Review February 2024 Council Calendar**

Councilor Sheldon is scheduled to be the Ex Officio at all the city's meetings in February.

**14 EXECUTIVE SESSION**

a) **Under ORS 192.660(2)(i) to Employee Evaluation**

Into Executive Session 8:03 pm

Out of Executive Session 9:20 pm

**15 ADJOURNMENT: 9:21 pm**



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Teri Lenahan, Mayor



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Lori Lesmeister, City Recorder

Date Approved: February 20, 2024