



**CITY COUNCIL MEETING MINUTES ~ APPROVED
DECEMBER 8, 2016 AT 7:00 PM**

City Hall ~ 82877 Spruce St., Westlake, OR

These proceedings of the Dunes City Council were recorded and are on file at Dunes City Hall. Upon approval by the City Council, these minutes will be available online at www.DunesCity.com

1. CALL TO ORDER

Council President Maurice Sanders called the December 8th meeting of the Dunes City Council to order at 7:00 pm.

2. ROLL CALL

Roll Call was taken by City Administrator/Recorder, Jamie Mills.

Present: Council President Maurice Sanders, Councilor Sheldon Meyer, Councilor Duke Wells, Councilor Ed Scarberry, Councilor Tom Mallen, and Councilor Ken Platt.

Absent and Excused: Mayor Rebecca Ruede.

Also Present: City Administrator/Recorder Jamie Mills, Administrative Assistant Rapunzel Oberholtzer, and several citizens, including Councilor-elect Robert Orr.

3. PLEDGE OF ALLEGIANCE

All who were present stood for the Pledge of Allegiance.

4. APPROVAL OF THE AGENDA

Council President Sanders suggested amending the Agenda to add an item for selection of a new Council President to run the January 2017 meeting when new Councilors are seated. He explained that if the Mayor is not able to attend the January meeting, as Council President he could open the meeting, but could not lead the meeting after the new Councilors are sworn in.

Councilor Scarberry made a motion to amend the Agenda as suggested by Council President Sanders. Councilor Mallen seconded the motion. The motion passed by unanimous vote.

5. CONSENT AGENDA

City Administrator/Recorder Mills pointed out that an amended Bills of the Session list was distributed to Councilors prior to the start of the meeting.

Councilor Scarberry made a motion to approve the Consent Agenda as amended with the amended Bills of the Session. Councilor Mallen seconded the motion. The motion passed by unanimous vote.

6. ANNOUNCEMENTS / CORRESPONDENCE

Council President Sanders asked City Administrator/Recorder Mills to provide an update on the November 8, 2016 General Election results relating to the marijuana tax initiative and City Councilor vacancies. City Administrator/Recorder Mills reported that in all of the cities that had a marijuana tax initiative on the ballot, the initiative passed. She went on to report that Mayor Ruede was re-elected, as was Councilor Mallen, and the two remaining seats on the Council would be filled by the two write-in candidates with the most votes, Mr. Robert Orr and Mr. Alan Montgomery. She noted that both of them had officially accepted the position. Council President Sanders thanked Mr. Orr for his willingness to participate on the Council.

Council President Sanders read aloud from the remaining announcements on the Agenda: The next Budget Committee meeting is scheduled for January 19th, 2017 at 5:30 pm, and birthday wishes go out to Councilor Duke Wells on December 30. He went on to announce that refreshments would be served after the meeting and everyone is invited to partake. He also announced that Dunes City Hall would be closed on Monday, December 26th and on Monday, January 2nd.

7. CITIZEN INPUT

There was none.

8. NEW BUSINESS

A. Mayor's Request for Radio Holiday Message Expense

City Administrator/Recorder Mills explained that since Mayor Ruede was elected to office she has done an annual holiday message that is broadcast on KCST. The cost of the radio message is \$150 and the Mayor is requesting Council approval of the expense to be paid by the City.

Councilor Mallen made a motion to approve the cost of the radio holiday message. Councilor Meyer seconded the motion. The motion passed by unanimous vote.

B. Oregon Department of Revenue Model IGA for Collection and Enforcement of Local Marijuana Taxes

City Administrator/Recorder Mills explained that if Dunes City wanted to collect local marijuana taxes in the first quarter of 2017 it would need to execute an intergovernmental agreement for the collection and distribution of those taxes with the Oregon Department of Revenue and adopt an ordinance to authorize the IGA prior to January 15, 2017. She went on to note that Dunes City does not currently have any marijuana retailers so there is

nothing to collect in the first quarter. She suggested that the IGA and the ordinance be discussed in Council meetings early next year. Council President Sanders suggested adding discussion to the Agenda for the February meeting. There were no objections.

C. Selection of new Council President

Council President Sanders explained that Mayor Ruede was undergoing chemotherapy treatments for cancer and doing well, but she might not feel well enough to attend the January Council meeting when new Councilors would be seated. He went on to explain he would attend the January Council meeting and call it to order if Mayor Ruede did not attend but when new Councilors are sworn in he would no longer be Council President and would not be able to lead the meeting. He suggested that the Council select a new Council President now so that there would be a smooth transition of leadership at the January meeting. He asked the Councilors to support his suggestion. He noted that in the January meeting, if the Council decided to elect someone else for Council President, it could do so.

Council President Sanders made a motion to nominate Councilor Meyer as the new Council President beginning January 12. Councilor Wells seconded the motion. The motion passed by unanimous vote.

Councilor Meyer accepted the vote.

9. UNFINISHED/OLD BUSINESS

There was none scheduled.

Council President Sanders noted that last year the Council agreed to authorize a bonus for City Staff as a way of thanking Staff for their work during the year. He explained that Mayor Ruede asked for approval to give Staff a bonus again this year, \$200 for the City Administrator/Recorder and \$100 for each Staff member. He went on to explain that the Council's consensus was sufficient to approve the request and noted that there was sufficient money in the budget to cover the \$600 cost of the bonuses. Councilors all agreed to the request.

12. REPORTS

Mayor's Report: There was none.

Community Center Report: Councilor Wells reported that the City Hall Christmas tree was up and he and Staff are still working on the emergency generator project—it is almost complete.

Site Review Report: Councilor Platt did not have any activity to report.

Water Quality Report: Councilor Meyer reported that the Siltcoos water quality had been somewhat poor but was improving. City Administrator/Recorder Mills noted that the water testers sent a sample to a lab last month and it tested negative for any toxicity.

Public Works Maintenance Supervisor Report: City Administrator/Recorder Mills reported that the culvert installation and ditching was complete on Kiechle Arm Road, for now. She and the Public Works Maintenance Supervisor will begin working on a list of road maintenance projects for next year.

Emergency Services Report: City Administrator/Recorder Mills reported that she did not attend the November WLEOG meeting because she was out of town on vacation, but the WLEOG minutes from November were included in the Councilors' meeting packets.

City Administrator/Recorder Report: City Administrator/Recorder Mills noted that Staff prepared the Report to City Council for her while she was on vacation. She reported that the annual meter reading project was almost finished, several sponsors have committed to the Oregon Dunes Triathlon next year, and the City's website has been updated. She noted that the City needs someone to attend the Lane ACT meetings. Council President Sanders explained that the meetings are monthly, usually in Springfield or Eugene. He went on to explain that the Lane Area Commission on Transportation partners with ODOT and MPO to make recommendations on funding for certain road projects and is an excellent avenue to make sure that all communities in the County have a voice in what work is done. He noted that City representatives are usually a Councilor with backup from the City Administrator. He asked if any of the Councilors would be willing to attend. Mr. Orr volunteered to represent Dunes City. None of the Councilors objected.

City Administrator/Recorder Mills went on to report that the audit is complete and the report should be available for the January meeting. She also noted that she would be making a presentation to the Woahink Lake Association on Saturday, January 21st. She referred Councilors to a copy of a list of training workshops for elected officials and noted that Dunes City will need to schedule an ethics training session for new Councilors early next year. She went on to refer Councilors to a copy of an email announcement about the Oregon Sports Summit, a conference for anyone interested in learning about sports events planning.

13. FOR THE GOOD OF THE ORDER

City Administrator/Recorder Mills reported that there is a possibility that the new owners of the International Paper property may be interested in donating or selling part of the land by the river, including the dam. She explained that with the Council's approval, she would write a letter to the new owners and offer the portage to them. Councilors agreed that she should do so post haste.

Councilor Wells wished everyone a merry Christmas.

Councilor Scarberry announced that this meeting would be his last as a Councilor—he will be out of town in January when the next meeting is held. He recounted how about seven years ago Mayor Ruede contacted him and asked him to apply for an opening on the City Council. At the time, he recalled, he was not particularly interested because of the contentious nature of the Council meetings at the time, but he did volunteer and was glad that he did. He went on to say that the Council has been able to accomplish good things and has improved the quality of

life in Dunes City. He went on to thank the Councilors and City Staff for their support over the years.

Council President Sanders noted that he would chair the January meeting if the Mayor is not able to attend but the January meeting would be his last as a Councilor. He explained that he became a Councilor so he could contribute to the community and his time on the Council has been one of the most pleasant challenges of his career. He thanked the Councilors and City Staff, past and present, for their support and went on to encourage members of the community to get involved. He urged the continuing Councilors and new ones to keep up the good work, keep business ethical and civil.

14. ADJOURNMENT

Council President Sanders adjourned the meeting at 7:27 pm. There was no motion made for adjournment.

APPROVED BY THE DUNES CITY COUNCIL ON THE 12th DAY OF JANUARY 2017.

[Signed copy available at City Hall]
Sheldon Meyer, Council President

ATTEST:

[Signed copy available at City Hall]
Jamie Mills, City Administrator/Recorder