



**ROAD COMMISSION MEETING MINUTES ~ APPROVED
JULY 20, 2015 AT 6:30 PM**

City Hall ~ 82877 Spruce St., Westlake, OR 97493

1. CALL TO ORDER

Chairman Maurice Sanders called the meeting of the Dunes City Road Commission to order at 6:30 pm.

Chairman Sanders swore in Michael Clifton as a new Road Commissioner with a term expiring on January 11, 2018.

2. ROLL CALL

Roll Call was taken by Road Secretary Laurale Lorentzen.

Present: Chairman Maurice Sanders, Commissioner Bill Harris, Commissioner Christopher John and Commissioner Michael Clifton.

Absent and Excused: Commissioner Richard Palmer

Others Present: Road Secretary Laurale Lorentzen and Donna Di Giacinto

3. PLEDGE OF ALLEGIANCE

All who were present stood for the Pledge of Allegiance.

4. SWEARING IN OF MICHAEL CLIFTON

Michael Clifton was sworn in as a Road Commissioner before the roll call was taken.

5. APPROVAL OF THE AGENDA

At this time, Chairman Sanders asked that Item 10 under Unfinished / Old Business be pulled from the Agenda since Public Works Director Baker was unable to attend the meeting tonight. Chairman Sanders stated that the information that was to be discussed in Item 10 would thus be put on hold and discussed at next month's August 17, 2015 meeting when graphs and associated information could be reviewed and discussed with the Commissioners.

Chairman Sanders asked if there were any objections to changing the Agenda and there were none. Chairman Sanders declared the Agenda approved by consensus.

6. MOTION TO APPROVE THE MINUTES FROM THE JUNE 15, 2015 MEETING

Commissioner John made a motion to accept the June 15, 2015 Minutes as presented. Commissioner Harris seconded the motion. The motion passed by unanimous vote with 2 ayes and 0 nays. Commissioner Clifton refrained from voting because he was not a Commissioner at that time.

7. ANNOUNCEMENTS / CORRESPONDENCE

Chairman Sanders mentioned that in lieu of removing Item A from the Agenda, he reported that the maintenance projects for the Rio Road and Russell Drive area have been targeted to begin the first week of August and that Road Secretary Lorentzen and Public Works Director Baker will be handling the initial community outreach. He also mentioned that Johnson Rock wanted to start the project earlier, but Public Works Director Baker suggested sufficient time be allowed to notify the public of the upcoming project in the interest of adequate public notice.

8. CITIZEN INPUT

Chairman Sanders recognized Donna DiGiacinto in the audience and asked if she would like to address the Road Commission, but she declined.

9. BUDGET REPORT

Chairman Sanders stated that there is no budget report for this meeting. He also stated that City Recorder Hilden mentioned that they are still closing out the books for the fiscal year ending June 30, 2015.

10. UNFINISHED / OLD BUSINESS (NONE)

A. Review Updated Street PCI's for Pavement Management System (PMS).

This Agenda item was pulled at the beginning of the meeting under Item 4.

11. NEW BUSINESS (NONE)

12. UNSCHEDULED ITEMS NOT LISTED ON AGENDA

Road Secretary Lorentzen stated that Public Works Director and she are looking forward to initiating the public relations component of the upcoming asphalt overlay work on Russell Drive. Chairman Sanders requested that Road Secretary Lorentzen send an updated contact list to each Road Commissioner and she agreed.

Commissioner Harris welcomed aboard our new Commissioner Mike Clifton and praised Mike for previously putting up a couple of signs for the City. He congratulated him for stepping up to the plate for the Road Commission and for doing a good job with the signs.

Chairman Sanders added that he saw Commissioner Clifton's sign work and agreed with Commissioner Harris' praise for Commissioner Mike.

Chairman Sanders requested that Road Secretary Lorentzen prepare and have Commissioner Clifton sign the Emergency Procedures paperwork for the Road Commission and she agreed to do so.

Commissioner Harris stated that he had handed in his resignation letter to the City and Chairman Sanders noted that he has not seen the letter. Road Secretary Lorentzen handed out a copy to everyone present and Chairman Sanders read the letter out loud. The letter is attached to these minutes for reference. Chairman Sanders stated that although he was reluctant to do this, he will accept this letter of resignation from Commissioner Bill Harris.

13. ADJOURNMENT

There being no further business to come before the Road Commission, Chairman Sanders adjourned the meeting at 6:43 pm.

The proceedings of the Dunes City Road Commission meeting were recorded, and are on file at City Hall. Upon approval by the Road Commission, these minutes will be available online at www.dunescity.com.

APPROVED BY THE ROAD COMMISSION ON THE 17TH DAY OF AUGUST 2015.

Maurice Sanders, Road Commission Chairman

ATTEST:

Laurale Lorentzen, Road Secretary