



**CITY COUNCIL MEETING MINUTES ~ APPROVED  
JANUARY 10, 2013 AT 7:00 PM**

City Hall ~ 82877 Spruce St., Westlake, OR

These proceedings of the Dunes City Council were recorded on tape and are on file at Dunes City Hall. Upon approval by the City Council, these minutes will be available online at [www.DunesCity.com](http://www.DunesCity.com)

**1. CALL TO ORDER**

Mayor Rebecca Ruede called the meeting of the Dunes City Council to order at 7:00 pm.

**2. ROLL CALL**

Roll Call was taken by Fred Hilden, City Recorder.

**Present:** Mayor Rebecca Ruede, Council President Jamie Mills, Councilor Duke Wells, Councilor Troy Sathe, Councilor Ed Scarberry and Councilor Dick Anderson.

**Absent:** Councilor Richard Koehler.

**Also Present:** City Recorder Fred Hilden and several citizens.

**3. PLEDGE OF ALLEGIANCE**

All who were present stood for the Pledge of Allegiance.

**4. APPROVAL OF THE AGENDA**

**Councilor Scarberry made a motion to approve the Agenda. Council President Mills seconded the motion. The motion passed by unanimous vote.**

**5. CONSENT AGENDA**

**Councilor Anderson made a motion to approve the Consent Agenda. Council President Mills seconded the motion. The motion passed by unanimous vote.**

**6. ANNOUNCEMENTS / CORRESPONDENCE**

- A. A training session for Council, Planning and Road Commission members has been scheduled for Wednesday, January 23, 2013 from 2:00 pm to 5:00 pm in the Council Chambers, conducted by Milo Mecham of the Lane Council of Governments.
- B. A City Council Special Session for Goal Setting has been scheduled for January 30, 2013 from 1:00 pm to 5:00 pm in the Council Chambers. Please contact one of your Councilors or a Staff member to make input before the meeting, as there will not be an opportunity to do so at the meeting.

- C. The Dunes City Budget Committee will meet on Tuesday, February 19, 2013 at 4:00 pm to review First Half Budget versus Actual for Fiscal Year 2012-2013.
- D. Dunes City Artist of the Month is Mel Vincent with prints provided by Roberta Dalbeck. Additional prints of the local area are also provided by Mrs. Dalbeck.
- E. January Birthday Wishes to Councilor Ed Scarberry on the 19<sup>th</sup>.

## 7. CITIZEN INPUT

### Judith Lahnum Dunes City Resident

Ms. Lahnum stated that she is a relatively new resident to Dunes City; her parents recently passed away and she now lives in their home. She stated that she is here tonight because of her black eye caused from a loose dog running around in her neighborhood. She explained that the incident happened a couple of weeks ago and that she has not approached the owner of the dog although she knows who the owner is. Ms. Lahnum inquired if there is a Dunes City ordinance regarding dog control. Mayor Ruede stated that the City Recorder will contact her (Ms. Lahnum) directly by phone and she can discuss this with him and ask any questions she may have at that time. Mayor Ruede asked Ms. Lahnum if this was acceptable to her and she stated yes, it was acceptable.

## 8. New Business

### A. Presentation to Retiring Council Member

Mayor Ruede read her tribute to retiring Councilor Richard Koehler, who was not present at the meeting. She lauded Councilor Koehler for his years of volunteer service to the City, citing his work as Councilor for six years, his participation and leadership on numerous committees and commissions, and his decade of work as webmaster and producing the City's newsletter. On behalf of the City Council, she stated that she would like to thank Councilor Koehler very much for his dedicated hard work.

### B. Swearing In and Seating of Newly Elected Council Members

City Recorder Fred Hilden swore in the following newly elected Council members for new terms: Mayor Rebecca Ruede, newly elected Councilor Maurice Sanders, Councilor Jamie Mills, and Councilor Ed Scarberry.

### C. Nomination and Appointment of Council President

**Councilor Wells made a motion to nominate Councilor Jamie Mills for the position of Council President. Councilor Sanders seconded the motion. The motion passed by unanimous vote.**

Mayor Ruede commented that Council President Mills has been an invaluable asset to the Council and a right-hand person for almost 2 years.

D. Commission & Committee Appointments

Mayor Ruede announced that the Water Quality Committee has one applicant to serve on the Committee; City resident Christopher John.

**Council President Mills made a motion to approve the appointment of Christopher John to the Water Quality Committee. Councilor Anderson seconded the motion. The motion passed by unanimous vote.**

Although Mr. John was not able to attend the meeting, Mayor Ruede expressed her appreciation for his willingness to be appointed to this position.

E. Appointment of Commission and Committee Chairs

Mayor Ruede read into the record her proposed chairs of the Committees as follows. Council President - Jamie Mills, already voted on; Planning Commission - elects their own Chairman; Road Commission - Councilor Maurice Sanders; Communication and Education Committee - Council President Jamie Mills; Conservation Committee - Councilor Dick Anderson; Ordinance Review Committee - Council President Jamie Mills; Parks and Recreation Commission - Councilor Dick Anderson; Revenue Committee - Councilor Ed Scarberry; Site Review Committee - Councilor Duke Wells; Water Quality Committee - Council President Jamie Mills; Weir Ad Hoc Committee has been moved to the Ordinance Review so no appointment; and City Hall/Community Center - Councilor Duke Wells.

**Councilor Sathe made a motion to adopt the Council Chairs as presented. Councilor Wells seconded the motion. The motion passed by unanimous vote.**

Recorder Fred Hilden announced that at the Planning Commission Special Session last week, George Burke (last year's Vice-Chairman) was appointed as Chairman of the Planning Commission and Lee Riechel (last year's Chairman) was appointed Vice-Chairman for the Planning Commission. Mayor Ruede extended congratulations to the newly appointees.

**9. UNFINISHED / OLD BUSINESS**

A. Ordinance No. 219 (Amended), Chapter 36, Code Enforcement (J. Mills)  
Second Reading and Public Comment

**Council President Mills made a motion to read the second reading of the proposed Ordinance No. 219 amending Chapter 36 of Code Enforcement by title only. Councilor Sanders seconded the motion. The motion passed by unanimous vote.**

City Recorder Fred Hilden read the second reading of Ordinance No. 219 by title only. "An Ordinance amending Title 3, Chapter 36 of the Dunes City Code of Ordinances entitled "Code Enforcement", repealing Section 91.25 through and including Section 91.99 of the Dunes City Code of Ordinances as found in Ordinance No. 176; repealing Section

10.99 of the Dunes City Code of Ordinances; repealing Sections 154.01, 154.08 and 154.99 of the Dunes City Code of Ordinances; repealing Ordinance Nos. 177, 179, 195, 198, and 201; repealing Sections 2 and 3 of Ordinance No. 200; and other matters relating thereto.”

City Recorder Hilden stated that on Page 3 under Section 36.070 (as was presented by a member of the audience last month as a recommendation), “Seek voluntary compliance to abate the violation without any further action taken” has been added under Item A, and everything else in that section was re-lettered. He stated that also on page 6 (was page 5 last month), Item E has been added to say: “Unless prior arrangements have been made with the City Recorder” has been inserted at the beginning of the paragraph, and “This lien will be recorded with Lane County Deeds and Records” was inserted at the end of the paragraph. City Recorder Hilden stated that this summarizes all of the amendments that were made to the Ordinance.

Mayor Ruede asked for citizen input at this time, but there was none. Several Councilors made comments regarding the adoption of the new ordinance. Councilor Sathe commented that this ordinance was much needed.

City Recorder Hilden stated he was recently asked by someone what the impact would be on him as City Recorder since he is being named the Code Enforcement Officer by this Ordinance. He stated that his opinion (although difficult to assess) was that as the Recorder, this should make things move more smoothly and ultimately it has the potential for reducing the workload at City Hall.

Councilor Wells pointed out that as the Site Review Committee Chairman working with the City Recorder, he sees the situation as having some possible redundancy between the Site Review Committee and the City Recorder’s new responsibility of code enforcement. He stated that he would like to visit this issue at the next Site Review Committee meeting on January 17, and have the City Recorder attend the meeting.

Councilor Sanders stated that the practicality/applicability of this position is that the Road Commission Chairman and the Site Review Chairman could be an investigative arm of support for the City Recorder.

Mayor Ruede went on to point out that this position also entrusts a greater consistency in the naming of a sound complaint. She expressed appreciation for everyone’s hard work on this Ordinance with special recognition going to the Ordinance Review Committee.

After more discussion regarding the new responsibility of code enforcement for the City Recorder and concerns about the appropriate procedure regarding danger trees, City Recorder Hilden stated that he will employ the appropriate people to assist him with the investigation side of the event and stated that the current ordinance is acceptable to him.

**Councilor Sathe made a motion to adopt Ordinance No. 219 as amended. Council President Mills seconded the motion. The motion passed by a unanimous roll call vote.**

Mayor Ruede commented that this was a big accomplishment that took 3 or 4 years.

B. Dunes City Web Site Email Addresses (F. Hilden)

City Recorder Hilden stated that he was pleased to announce that email addresses have been setup using the new dunescity.com domain name for each of the City Councilors; passwords have been assigned for each Councilor and he will be contacting them in the near future to establish an official email. He also stated that the email addresses consist of first name, dot, last name, @ dunescity.com. Mayor Ruede stated that the plan is to move in the direction of having electronic City Council packets on the website so they can be viewed anytime without the inconvenience of carrying paperwork around.

**10. REPORTS**

Mayor's Report: Mayor Ruede wished everyone a Happy New Year and stated that she plans to give a State of the City Address in the upcoming newsletter.

Communication & Education Committee Report: Councilor Anderson read a draft press release prepared by the City Recorder for the scheduled inaugural Dunes City Triathlon and Duathlon on Saturday, May 11 and Sunday, May 12, 2013. The event will start at Honeyman State Park and finish on the iconic Oregon Dunes. A special Mother's Day celebration will also occur during this special occasion. The opening of a time capsule on Saturday, June 22, 2013 was also announced. Councilor Anderson noted that the Dunes City Newsletter is close to being completed and he requested that Council allow the Communication & Education Committee to send the newsletter to them by email for approval with the purpose of saving time; the Council agreed to his request.

**Councilor Sathe made a motion to open the time capsule on Saturday, June 22, 2013 and at that time create a second time capsule for the next 50 years to be capsulated and stored. Council President Mills seconded the motion. The motion passed by unanimous vote.**

Council President Mills requested that the time capsule event scheduled for June 22<sup>nd</sup> be a dress-up occasion with appropriate clothing and a potluck for everyone. The Council conferred and decided that the Communication and Education Committee would spearhead the event, and they will ask Council and citizens for their ideas regarding what objects will go into the time capsule.

Conservation Committee Report: Councilor Anderson stated there were no requests and no problems at this time.

Community Center Report: Councilor Wells stated they had a very nice dinner on the 21<sup>st</sup> of December and he is looking forward to next year.

Site Review Committee Report: Councilor Wells read his written Site Review Committee Report into the minutes.

Ordinance Review Committee Report: Council President Mills read her report into the minutes.

Water Quality Committee Report: Council President Mills read her report into the minutes.

Weir Ad Hoc Committee Report: Council President Mills read her report into the minutes.

Revenue Committee Report: Councilor Ed Scarberry reported there was no quorum for the December meeting and so it was cancelled, but the Committee is looking for new members. He went on to point out that he would encourage younger citizens in the City to sign up and join Committees. He also stated that the Revenue Committee needs one more person to sign up before they can convene again.

Road Commission Report & December Road Commission Draft Minutes: Councilor Sathe stated that the December 17<sup>th</sup> meeting was a week late because of a loss of power at the earlier scheduled meeting. He stated that the meeting included more discussion on right-of-way issues and the status/progress of the road projects. He stated that he is pleased with the newly appointed Road Commission Chairman Maurice Sanders and the next meeting is scheduled for January 21<sup>st</sup>. Councilor Sanders added that the next Road Commission meeting will consist of collecting a list of projects for the next fiscal year and he encouraged Dunes City citizens to inform the Road Commission of any specific issues they may have for the list of projects.

Emergency Services Report: City Recorder Fred Hilden read his written report into the minutes.

City Recorder/Planning Staff Report: City Recorder Fred Hilden read his written report into the minutes.

**Councilor Sathe made a motion to appoint Councilor Sanders to be the Council's representative on the Lane Area Commission on Transportation. Councilor Wells seconded the motion. The motion passed by unanimous vote.**

Councilor Sathe addressed City Recorder Hilden and stated that Dr. Wasserburg is a good source for the mapping project because he has done extensive research on this issue and that he (Dr. Wasserburg) has stated that he would be willing to help.

## **11. FOR THE GOOD OF THE ORDER**

Councilor Anderson welcomed newly elected Councilor Sanders to the Council.

**Council President Mills made a motion to authorize the City Recorder to set website ad prices and develop an ad packet to expire on March 31, 2013. Councilor Sathe seconded the motion. The motion passed by a unanimous roll-call vote.**

Council President Mills announced that the West Lane Emergency Operations new training class is this Saturday, January 12<sup>th</sup> at 9:30 am at the Florence fire station regarding food preparation and storage. The subject for February's meeting will be alternative energy during an emergency. The March meeting is scheduled to discuss the new tsunami maps.

Councilor Sathe stated he was pleased with the Council we have now and thanked Councilor Sanders for accepting the Chairman position for the Road Commission.

Councilor Wells announced that we need volunteers from Florence for the duathlon and triathlon event.

Councilor Sanders stated it was an honor to be on the Council and part of the process to make our City even better.

## **12. ADJOURNMENT**

**Councilor Scarberry made a motion for adjournment. Council President Mills seconded the motion. No vote was taken. Mayor Ruede adjourned the meeting at 8:01 pm.**

**APPROVED BY THE DUNES CITY COUNCIL ON THE 14<sup>th</sup> DAY OF FEBRUARY 2013.**

[ Signed copy available at City Hall ]  
Rebecca Ruede, Mayor

ATTEST:

[ Signed copy available at City Hall ]  
Fred Hilden, City Recorder