



**CITY COUNCIL MEETING MINUTES ~ APPROVED  
FEBRUARY 14, 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 7:01 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 Maurice Sanders and Councilor Dick Anderson.

**Absent and Excused:** Councilor Ed Scarberry.

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

**5. CONSENT AGENDA**

Mayor Ruede stated that the City Council Goal Setting meeting minutes for January 30, 2013 would be removed from the Consent Agenda as it is being amended.

**Council President Mills made a motion to approve the Consent Agenda as amended which includes items 5A, 5C and 5D. Councilor Sanders seconded the motion. The motion passed by unanimous vote.**

**6. ANNOUNCEMENTS / CORRESPONDENCE**

A. 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.

- B. Members of the City Council will be participating in a “City Day at the Capitol” in Salem on February 27, 2013. The League of Oregon Cities and the Oregon Mayors Association are hosting the event.
- C. We have scheduled a City Council Special Session on Tuesday, March 5<sup>th</sup> from 3-5 pm to work on the City’s Emergency Procedures and Communication Protocol.
- D. There will be a Tsunami Map Reveal on March 2, 2013 from 10 am to 2 pm.
- E. There will be a City Council Special Session on Tuesday, March 19<sup>th</sup> from 3-5 pm to review the City’s Comprehensive Plan.
- F. Dunes City Artist of the Month is local photographer Michael Gibbons.
- G. February Birthday Wishes to Councilor Troy Sathe on the 23<sup>rd</sup>.
- H. Lane County Sheriff Tom Turner will be attending the March 2013 City Council Meeting for a brief presentation and an opportunity to answer questions.

**7. CITIZEN INPUT (NONE)**

**8. UNFINISHED / OLD BUSINESS**

- A. Ordinance No. 220, Nuisances  
Amending Chapter 91, repealing and replacing Ordinance Nos. 108 and 176  
First Reading and Public Comment

**Councilor Sathe made a motion to read Ordinance No. 220 by title only. Council President Mills seconded the motion. The motion passed by unanimous vote.**

City Recorder Hilden stated that Ordinance No. 220 was originally prepared as Ordinance No. 215, but since we adopted Ordinance No. 219 (referenced as Code Enforcement in this Ordinance); he felt it would be confusing to carry it forward with a 215 number so he renumbered it as Ordinance No. 220. He also stated that Ordinance No. 215 now shows in our records as not passed. City Recorder Hilden read the first reading of Ordinance No. 220 by title only.

After opening this matter for discussion by Mayor Ruede, Councilor Sanders questioned the meaning of the terminology on page 2 of 8 under item E entitled “Discarded Vehicle.” After discussing the issue, the following action ensued.

**Councilor Sanders made a motion to delete Item E on page 2 of 8 under “Discarded Vehicle” of Ordinance No. 220 and the wording “Not in current lawful use.” Councilor Sathe seconded the motion. The motion passed by unanimous vote.**

- B. Septic Maintenance Ordinance No. 203 (J. Mills/F. Hilden)

After much research, Council President Mills gave an update on the status of this Agenda item. She reported that although the majority of citizens comply with the Septic Maintenance Ordinance, approximately 150 properties are not in compliance. She went on to point out numerous reasons why they might not be in compliance including alternative systems and the fact that possibly the date for compliance has not matured. She added to

her report that the County has the database for every citizen in Dunes City and as soon as we hear back from them and cross-reference their list with ours, we may learn that the compliance level is higher than we thought.

Subsequent discussions led to further areas of concern including citizens who are unable to pay the maintenance fee, USDA funding availability, the process of putting a lien on a property, extending the March 31, 2013 compliance deadline, the postponement of the special election, the comprehensive plan, the investigations of the Code Enforcement Officer, and the fact that a lien on a property does not mean a citizen will lose their home.

**Councilor Sathe made a motion to extend the deadline date for compliance to July 31, 2013 for the Septic Maintenance Ordinance No. 203. Councilor Wells seconded the motion. The motion failed by a roll-call vote of 2 ayes and 3 nays (Councilor Sanders, Council President Mills and Councilor Anderson).**

After continued discussion between the Councilors because of the denial of the previous motion, the following motion ensued:

**Council President Mills made a motion to instruct the City Recorder to use the same prioritization method used in the initial implementation of Ordinance No. 203, and that being the proximity to the lake and age of the septic system. Councilor Wells seconded the motion. The motion passed by unanimous vote.**

Mayor Ruede reminded the Council that the date of compliance for Ordinance No. 203 still stands as March 31, 2013.

C. Oregon Dunes Triathlon and Duathlon (F. Hilden)  
Update and Consideration of Ad Hoc Committee

City Recorder Hilden presented an update on the scheduled Mother's Day weekend event which is well underway in planning; advertised in *Race Center Northwest*; the logo has been developed; and press releases have been approved and will be released today. He commented that he felt the Smith Rock Race Group along with Blair Bronson and Chris Douglass are doing a fine job by setting up the event in a professional manner and by adequately addressing all the necessary issues and procedures to make this event a success. City Recorder Hilden also mentioned that the Goal Setting Session on January 30, 2013 recommended forming an Ad Hoc Committee consisting of the Council for this event and placing this as an Action Item on every monthly Agenda until the event.

**Councilor Sathe made a motion to start an Ad Hoc committee to coordinate the Mother's Day Triathlon and Duathlon event with the Mayor being the Chair. Councilor Sanders seconded the motion. The motion passed by unanimous vote.**

The Council conferred as to when they would meet as an Ad Hoc Committee for the Triathlon and Duathlon and agreed to add this Committee to every Agenda for City Council until the event is over.

Councilor Sanders encouraged contacting the promoters of the event in order to determine the number of volunteers needed. Council President Mills stated that another important initial step would be to identify areas where the volunteers will be required to set-up, tear down, handle registration, maintain traffic control, etc., and also that recruiting volunteers is very important. Other pertinent information and suggestions were discussed along with the need for a volunteer coordinator to direct and coordinate the activities of the volunteers. Mayor Ruede commented that the volunteers and their duties need to be identified by the next meeting and an email as well as a newsletter release could serve as the means by which this can be accomplished.

## 9. New Business

### A. Public Contracting Code Update (F. Hilden)

City Recorder Hilden stated he was reminding the Council that the need to adopt a contracting code is still an important project that needs to be addressed in the near future and that basically it involves adopting the state's public contracting code as this will allow the Council to adopt future changes to the code by resolution.

### B. Ordinance No. 221, Revenue Committee Amending Chapter 33, repealing and replacing Ordinance No. 199 First Reading and Public Comment

**Council President Mills made a motion to read Ordinance No. 221 by title only. Councilor Wells seconded the motion. The motion passed by unanimous vote.**

City Recorder Hilden read the first reading of Ordinance No. 221 by title only.

### C. Budget Committee Appointment 1 Applicant and 3 Openings (2 terms ending 6/30/2015, 1 term ending 6/30/2013)

Mayor Ruede announced that 2 applicants have been received for 3 openings for the Budget Committee and they are George Burke and James Clark.

**Councilor Sathe made a motion to approve the appointment of applicants George Burke and James Clark to the Budget Committee for the 2015 term. Councilor Wells seconded the motion. The motion passed by unanimous vote.**

## 10. REPORTS

Mayor's Report: Mayor Ruede wished everyone a Happy Valentine's Day and shared her excitement about the Triathlon and Duathlon event.

Communication & Education Committee Report: Council President Mills stated that the Committee met on January 16, 2013 with the City's website consultant Ave Bernard. She expressed the importance of everyone sharing photos for the website such as historical items

and information as well as fun activities that happen within the City. Some of the activities discussed were selling ads on the website, the semi-centennial, the time capsule event, kayak/canoe poker run, hiring a media consultant, and Dunes City's own YouTube account. She also stated that the deadline for corrections to the City Newsletter is Monday, February 18, 2013.

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

Water Quality Committee Report: Council President Mills stated that the Committee did not meet in January.

Community Center Report: Councilor Wells reported information regarding on-going projects involving sprucing up City Hall such as cleaning the moss off the roof, building new cedar planters for the front area of City Hall, and installation of carpet for City Hall.

Site Review Committee Report: Councilor Wells read his report into the record.

Conservation Committee Report: Councilor Anderson reported no applications were received for work around the lake.

Parks & Recreation Commission Report: Councilor Anderson reported there was no quorum for the meeting due to sickness. He also announced that the Commission would meet the 1<sup>st</sup> Monday of the month at 2:00 pm.

Revenue Committee Report: There was no Revenue Committee report.

Road Commission Report & January RC Draft Minutes: Councilor Sanders read his written report into the record.

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

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

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

Councilor Wells encouraged everyone to contact a Councilor and sign up for a volunteer position for the Triathlon/Duathlon event.

Councilor Sathe announced that this meeting would be his last as he is resigning from the Council immediately because he has places he needs to be besides Dunes City. Mayor Ruede expressed gratitude and appreciation for all Councilor Sathe has done for the City and a round of applause ensued.

Councilor Sanders stated that the City has a mutual agreement with ODOT, it expires at the end of the year, and as Chairman of the Road Commission, he would like to inform the Council that the City Recorder would be renewing this agreement for another 5 years. He also recommended that the City Recorder prepare a proclamation of appreciation for Councilor Troy Sathe and the Council agreed.

Council President Mills stated that we would miss Councilor Troy Sathe. She encouraged everyone to attend the emergency prep open house and the tsunami reveal meeting on March 2, 2013.

Councilor Anderson stated that Councilor Sathe has been very generous with his time for the City of Dunes City and it has been a pleasure working with him.

Mayor Ruede expressed her interest in the "If I Were Mayor" contest being held by the Oregon Mayor Association for primary through senior high school students. As a fun, citywide contest for the schools, she suggested taking it to the schools and just having fun with it.

**Councilor Sathe made a motion that Mayor Ruede accept the "If I Were the Mayor" contest for the representation of Dunes City. Council President Mills seconded the motion. The motion passed by a unanimous vote.**

City Recorder Hilden asked permission to say a word about Councilor Troy Sathe. He thanked and expressed his appreciation for all the hard work he has done for the City, all the insight he has provided the Road Commission and even though he did not always agree on things, he could stand toe-to-toe with him and address the issues. He went on to point out that Councilor Sathe has done many personal favors for him even beyond what a close friend would, and he knows that a lot of other people in Dunes City feel very much the same way and he feels very blessed to have had this relationship with Councilor Sathe.

## 12. ADJOURNMENT

**Council President Mills made a motion for adjournment. The motion was not seconded and no vote was taken. Mayor Ruede adjourned the meeting at 8:34 pm.**

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

[ Signed copy available at City Hall ]

Rebecca Ruede, Mayor

ATTEST:

[ Signed copy available at City Hall ]

Fred Hilden, City Recorder