



**CITY COUNCIL MEETING MINUTES ~ APPROVED
AUGUST 8, 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

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 City Recorder Fred Hilden.

Present: Mayor Rebecca Ruede, Council President Jamie Mills, Councilor Maurice Sanders, Councilor Ed Scarberry and Councilor Dick Anderson.

Absent and Excused: Councilor Duke Wells

Also Present: City Recorder Fred Hilden, Administrative Assistant Renee Green, Road Secretary Laurale Lorentzen Administrative Assistant Linda Stevens 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 Sanders made a motion to approve the Consent Agenda with the amended Bills of the Session. Council President Mills seconded the motion. The motion passed by unanimous vote.

6. ANNOUNCEMENTS / CORRESPONDENCE

- A. The Public Hearing scheduled for tonight on Ordinance No. 223, amending the Citizen Involvement Provisions of the Comprehensive Plan has been rescheduled to September 12, 2013 at 7:00 pm.
- B. The Planning Commission Regular Session rescheduled for August has been rescheduled to Tuesday, August 13, 2013 at 5:00 pm to consider two land partition applications.

- C. The Dunes City “Paddle Only Poker Run” is set for Saturday, August 17, 2013 at 8:00 am at the Westlake boat ramp. There will be a barbeque following the event at 12:00 pm at City Hall.
- D. A Planning Commission Special Session is scheduled for Tuesday, August 27, 2013 at 2:00 pm to continue review of Title XV, Land Use.
- E. August birthday wishes to Administrative Assistant Linda Stevens on the 3rd.

7. CITIZEN INPUT (NONE)

8. PRESENTATION

- A. 2nd Annual Volunteer of the Year Award ~ Mr. Lee Riechel

Mayor Ruede presented Planning Chairman Lee Riechel with the Volunteer of the Year Award for 2013. She provided some background information regarding his past affiliation with Boeing Aircraft through working 36 years as an aeronautical engineer. After retiring from Boeing, Mr. Riechel volunteered his services to the City of Dunes City for a total of 17 years in the capacity as City Councilor, Planning Commissioner/Chairman/Vice-Chairman and Road Commissioner. He stated that of all the awards he has received throughout the years, including those from Boeing Aircraft, this award from the City means the most to him. A round of applause ensued.

9. Executive Session

- A. Held pursuant to ORS 192.660(2)(f), to consider information or records that are exempt by law from public inspection.

Mayor Ruede adjourned the Regular Session for the Executive Session at 7:10 pm.
Mayor Ruede called the Regular Session back to order at 8:27 pm.

10. UNFINISHED / OLD BUSINESS

- A. Determination of 2013 – 2063 Time Capsule Contents

Councilor Sanders stated that his planned contribution to the time capsule is to enclose a thumb drive containing the historical interviews of Mr. Bob Peterstorf, Mr. Bob Jackson, and Mr. Bob Read sharing their perspectives on life in Dunes City over the years. City Recorder Hilden reminded the Council that their consensus at the last meeting was to leave this item on the Agenda for more ideas to come forward until determination is made to close it. Citizen Susie Navetta suggested enclosing the City’s Water Quality Water Rights Report. Councilor Dick Anderson suggested that if a decision is made to add a forever stamp, to make sure and include the value of the stamp at the time. Mayor Ruede confirmed that this item would stay on future Agendas.

B. City Recorder Job Title (M. Sanders)

Councilor Sanders explained the letter from Attorney Lauren Sommers of Speer Hoyt, which addresses the question of whether the City Council has the authority to appoint a City Administrator. He went on to point out that the Attorney clarifies in the letter that the Council could create the office of City Administrator and combine it with the office of City Recorder, so that one person performs the duties of both offices. Councilor Sanders made a motion to move ahead in this regard and Councilor Anderson seconded the motion; however, Council President Mills questioned a portion of the motion (whether 60 days of passage was a sufficient timeframe) and it was decided to withdraw the original motion and change the timeframe to within 90 days of passage. Councilor Sanders and Councilor Anderson withdrew the original motion and the following motion unanimously passed.

Councilor Sanders made a motion that the City Council create the position of City Administrator, which is in addition to the position of City Recorder would combine the two appointive offices into one, and thus appointing City Recorder Fred Hilden to both positions without any changes in pay, benefits, hours, or work conditions. The new City Administrator will retain the powers, authorities, and duties previously delegated to the City Recorder; this change shall be effective immediately, and the Council will within 90 days of passage of this motion, create the job description for the City Administrator and update the job description for the City Recorder based upon this action. Councilor Anderson seconded the motion. The motion passed by unanimous vote.

C. Resolution Series 2013, No. 6 (08/08/2013) (J. Mills)
Regarding the sale of advertising on the City website

The City Council discussed several matters that pertain to this Resolution including who would set the price for advertising, advertising parameters, political issues, ethics violations, legal content of the website, advertisement agreement, and guidelines.

Council President Mills made a motion to approve Resolution Series 2013, No. 6 (08/08/2013) a Resolution authorizing and directing the City Recorder to: contract with an individual or entity to sell advertising on the Dunes City website; determine and set a website advertising schedule of fees, and establish a percentage payment plan to compensate the individual or entity selling the advertising. Councilor Anderson seconded the motion. The motion passed by unanimous vote.

11. NEW BUSINESS

A. Appointment of Parks & Recreation Commission Chair

Recorder Hilden announced that Councilor Scarberry has agreed to accept the responsibility as Chairman of the Parks & Recreation Commission. Mayor Ruede appointed Councilor Scarberry as the Parks & Recreation Commission Chair.

Councilor Sanders made a motion that the Council accept Councilor Scarberry as Chairman of the Parks & Recreation Commission. Council President Mills seconded the motion. The motion passed by a vote of three ayes, zero nays and one abstain (Councilor Scarberry).

B. Council Attendance at the League of Oregon City Small Cities Meeting

Councilor Sanders presented the topic of a City Councilor attending the Small Cities League of Oregon Cities meetings since Dunes City is qualified to participate, and the league is a beneficial opportunity for the City. Mayor Ruede and Council President Mills shared their previous involvement with the League and supported the Council being involved in this activity. Councilor Sanders volunteered to take the leadership role in this endeavor and offered to attend the meeting in September.

12. REPORTS

Mayor's Report: Mayor Ruede reported on the Mayor's Conference in Corvallis and stated it was very beneficial and approximately 75 Mayors attended from around the State of Oregon. She also commented that earlier today, she met with the Regional Solutions Team and sensed that Dunes City is gaining a presence in and around the state. She also noted that she is involved in the Relay for Life in Florence on Saturday and invited everyone to come walk with her for a good cause.

Communication & Education Committee Report: Council President Mills read her report into the record. The Paddle Only Poker Run, the website advertising package, the website content and proposed resolution are issues that the Committee discussed at their meeting on July 15th. No future meeting is scheduled at this time.

Ordinance Review Committee Report: Council President Mills stated that the Committee did not meet this month.

Water Quality Committee Report: Council President Mills read her report into the record regarding the July 17th meeting. The highlights of her report were the Secchi disk readings on Woahink Lake, a report by Steve Haggar about the stakeholder meetings, continued work on the natural resources section of the Comprehensive Plan, and the presentation given at the Siuslaw Watershed Council meeting on July 31st. The next meeting of the Water Quality Committee is scheduled for August 21st at 3:00 pm.

Community Center Report: Councilor Wells was absent, but City Recorder Hilden reported that Councilor Wells has been working on the maintenance and landscaping of City Hall, and the appearance reflects his efforts.

Conservation Committee Report: Counselor Anderson reported there were no complaints along the lakeshore, and there were two applications regarding a danger tree, and that both were taken care of quickly.

Parks & Recreation Commission Report: Councilor Anderson reported that a Dunes City Lodging Map sign has been installed next to the kiosk outside City Hall. He also welcomed Councilor Scarberry as the new Parks & Recreation Chairman.

Road Commission Report: Councilor Sanders read his report into the record and stated that the Road Commission did not meet this month. His report focused on the Road Commission's ongoing brushing, sweeping, and minor ditching/culvert repair projects, and the swearing in of the newest Road Commissioner Christopher John scheduled for the August 19, 2003 Road Commission meeting.

Emergency Services Report: City Recorder Hilden read his report into the record and commented that he recommended to the WLEOG board that the Siuslaw River access permit from ODOT for Old Ferry Road be abandoned. He also pointed out that inexpensive purifiers are available online for emergency back-up water supplies.

City Recorder/Planning Staff Report: City Recorder Hilden read his report into the record and pointed out that ten permits were issued this month. He also stated that Dunes City hosted the Regional Solutions Team meeting for Western Lane County with representatives attending from Florence, Dunes City, Lane County, DLCDC, OEM and FEMA.

13. FOR THE GOOD OF THE ORDER

Councilor Sanders questioned the status for recruitment of the open Council vacancy. City Recorder Hilden stated that there have been a couple of casual inquiries, but no applications have been received at this time.

Council President Mills encouraged attendance at the "Paddle Only Poker Run" on August 17th.

14. ADJOURNMENT

Councilor Anderson made a motion for adjournment. The motion was not seconded and no vote was taken. Mayor Ruede adjourned the meeting at 9:20 pm.

APPROVED BY THE DUNES CITY COUNCIL ON THE 12th DAY OF SEPTEMBER 2013.

[Signed copy available at City Hall]

Rebecca Ruede, Mayor

ATTEST:

[Signed copy available at City Hall]

Fred Hilden, City Recorder