



**CITY COUNCIL MEETING MINUTES ~ APPROVED
MAY 8, 2014 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 Administrator/Recorder Fred Hilden.

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

Also Present: Administrative Assistant Renee Green, Administrative Assistant Rapunzel Oberholtzer, Planning Commission Chairman George Burke, Best in the West Events owner Blair Bronson, Jim Grano, and other citizens.

3. PLEDGE OF ALLEGIANCE

All who were present stood for the Pledge of Allegiance.

4. APPROVAL OF THE AGENDA

Councilor Anderson 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. Council President Mills seconded the motion. The motion passed by unanimous vote.

6. ANNOUNCEMENTS / CORRESPONDENCE

Mayor Ruede read aloud the list of announcements from the meeting agenda.

A. The Oregon Dunes Triathlon and Duathlon is on May 10th. Mayor Ruede also announced that Best in the West Events owner Blair Bronson was present and would present an update on the event later in the meeting. She added that it was not too late to volunteer or register for the event at www.oregondunestriathlon.com.

- B. The Budget Committee held its first meeting on April 29th and the second meeting on May 6th. Mayor Ruede noted that the next, and perhaps final, meeting would be May 13th.
- C. Volunteers are still needed to fill one Road Commission opening, three Budget Committee openings, one Parks and Recreation Committee opening, and one Water Tester for Silt-coos Lake.
- D. Dunes City Artist of the Month is Dunes City resident and artist Kenny Henson.
- E. May birthday wishes to Mayor Rebecca Ruede on the 20th and City Administrator Fred Hilden on the 18th.

Mayor Ruede invited everyone present to join Councilors for cake to celebrate May birthdays after the meeting.

7. CITIZEN INPUT – None

8. UNFINISHED/OLD BUSINESS

A. Oregon Dunes Triathlon and Duathlon

Mayor Ruede invited Blair Bronson to provide an update on the Oregon Dunes Triathlon and Duathlon preparations. Mr. Bronson began his update by announcing that current registration was at 191 participants with the split between Olympic and Sprint events at about 50/50%. He noted that both University of Oregon and Oregon State triathlon teams would be participating in the event. Set up for the transition area in East Woahink Park was scheduled to begin Friday (the 9th) in the morning. Packet pick up was scheduled from 4:00 to 7:00 pm on Friday at Dunes City Hall, with course and rules overviews presented at 5:00 and 6:00 pm. Mr. Bronson pointed out that volunteers were still needed for the run course, the transition area and the finish line. The online volunteer sign up page was still accepting volunteer registrations and volunteers could also call him directly.

Responding to various questions from Councilors and staff, Mr. Bronson went on to note: Mo's restaurant would provide chowder and bread at the finish line area; there would also be fruit and hot soup available; his staff was well equipped with safety vests and supplies; television stations had not responded to his invitation to cover the event, but *Siuslaw News* would provide coverage; Western Lane Ambulance and SVFR would both be on site; and, participant and volunteer T-shirts were to be delivered on Friday. Mr. Bronson showed Councilors the finishers' medals and swim caps for the event and went on to say that pre-event feedback had been very positive.

Mr. Bronson went on to explain that a space for the City's tent to display event merchandise would be marked and cleared for volunteers to set up the morning of the event. He also described several swim and run course changes, noting that the course maps are online and can be downloaded if anyone needs them.

Councilor Wells asked Mr. Bronson if there would be a cap on the number of participants in the future. Mr. Bronson explained that there might be one at some point—parking and transition area spaces being factors to consider—but as long as park officials were willing to host the event and be open to alternative arrangements for parking, such as shuttles, the venue could still handle another 100–150 participants before a cap would be considered.

Councilors commended Mr. Bronson for his excellent job of preparation and organization.

B. Ad Hoc Committee – Oregon Dunes Triathlon and Duathlon Merchandising

Councilor Sanders reported that the T-shirts, hoodies and water bottles had been delivered to City Hall. Council President Mills listed prices for each item: T-shirts will be \$8.00 each or two for \$14.00, hats will be \$15.00 and hoodies will be \$20.00. Council President Mills thanked Linda and David Lauck for volunteering to staff the merchandising tent. Councilor Meyer volunteered to transport the merchandise from City Hall to the event venue. There was some discussion about whether or not credit cards should be accepted for payment, but it was determined that there was not enough time to set up the proper bank account to cover the credit card purchases. There was also some concern about security with the credit card company and the fees the company charged. Consensus among Councilors was that only cash or checks should be accepted this year.

C. Ad Hoc Committee – Property Disposition and/or Acquisitions

Councilor Anderson reported that during a meeting that included Mayor Ruede, Council President Mills, City Administrator/Recorder Hilden and himself, the discussion of property disposition and/or acquisition resulted in a consensus of opinion that there should be a Council Executive Session to meet with the City Attorney and further explore options available to the City. The purpose of meeting with the City Attorney during Executive Session would be for discussing potential strategies for negotiating the acquisition of property.

Following a discussion about scheduling the Executive Session, it was generally agreed to postpone it until after the Oregon Dunes Triathlon and Duathlon. Staff agreed to follow up via email to set a mutually agreeable time that would also allow for proper public notification.

D. Ad Hoc Committee – Septic Education Program

Councilor Wells thanked fellow Committee members Suzie Navetta, Bonnie Allen and Councilor Scarberry for their work on the Committee and commended them for their incredible amount of research and information gathering in Florence, as well as in Dunes City. They actively contacted real estate professionals, property managers and others—people who had an interest in knowing more about Dunes City’s septic regulations—to bring back a tremendous amount of information that can be used to create a comprehensive septic education program. Councilor Wells explained the next steps in the process,

noting that he would compile all of the information, review it with the Committee and then make a presentation to the City Council.

Mayor Ruede thanked Councilor Wells and called for a break at 7:35 pm to allow staff to set up the PowerPoint presentation for the next speaker. The meeting resumed at 7:51 pm.

9. NEW BUSINESS

A. Scotch Broom Control Presentation

Administrative Assistant Renee Green and Mr. Jim Grano distributed handouts containing information about the Scotch Broom plant. Mr. Grano explained that Oregon (along with the rest of the USA and other continents) is being invaded by noxious plants, animals, fungi, and other species that compete with native flora and fauna, cause damage to property and industries, harm drinking water, and generally threaten the native beauty of Oregon. As an example of the widespread havoc, Mr. Grano cited the bullfrog—which is now spread throughout this country and into Australia.

Mr. Grano read highlights from one of the handouts describing how to eradicate Scotch Broom: Pull the small diameter plants but cut the larger diameter stems, and leave them to dry and burn later; mow in early spring; selectively apply chemical herbicides or natural control concoctions at certain times of the year; retreat annually if necessary; and, seed cleared areas heavily with grass or other native plants to shade out Scotch Broom seedlings. Mr. Grano pointed out that more information can be obtained from “Integrated Pest Management (IPM) Guide for Common Weeds” from the Northwest Weed Management Partnership.

Another tip from Mr. Grano: the Forest Service recommends cutting stems below the soil line by digging out the dirt an inch or two deep around the base of the plant.

Mr. Grano went on to describe some of the Scotch Broom control projects in which he has been involved. Several significant projects get students involved in the actual removal process and a follow up plan, so that they can learn about invasive species and track eradication progress. Science teachers are encouraged to set up class projects for experiments to remove the plant and monitor the site afterwards to learn what control methods are working the best. Mr. Grano explained that the students get excited about the work, the follow up and their involvement in the projects; there are more student projects in the works that will help various agencies keep up with control.

When asked how to dispose of cut and pulled plants, Mr. Grano explained that the cuttings could be piled on a tarp (not on bare ground) and left to dry (covered, if necessary, to prevent seeds from growing and spreading and to encourage drying) and then burned during burn season, but he warned to be careful when burning Scotch Broom as it is extremely flammable.

Discussion ensued during which Council President Mills asked how to deal with bare spots in cleared areas; Mr. Grano explained that it was important to replant those areas and to follow up periodically with additional removal.

Councilor Anderson suggested that eradication and control information could be included in the next Dunes City Newsletter. Councilor Sanders pointed out that it is important for people to know they shouldn't try to mulch the cuttings as they are going to seed. Mr. Grano pointed out that more information could be obtained at:
www.oregon.gov/ODA/PLANT/WEEDS/pages/profile_scotchbroom.aspx.

Mayor Ruede thanked Mr. Grano for taking the time to attend the meeting and deliver his presentation.

B. National Child Abuse Prevention Month

Mayor Ruede announced that April was National Child Abuse Prevention Month but there would be a free community forum on child abuse prevention at the Siuslaw Public Library on May 19th from 6:00–7:30 pm in the Bromley Room. The awareness forum is part of an effort to reduce child abuse in Lane County 90% by 2030 through an initiative called 90 by 30. Mayor Ruede added that she met with a representative of 90 by 30 who asked if the Dunes City Council would be willing to publicly endorse 90 by 30. She asked Councilors for comments. Councilor Anderson noted that he was also contacted by a representative of 90 by 30 and that it seemed to be a worthwhile effort.

Councilor Sanders made a motion to endorse the 90 by 30 program. Councilor Meyer seconded the motion. The motion passed by unanimous vote.

Mayor Ruede pointed out that there is a website people can use to find more information, www.90by30.com. The program is spearheaded by the University of Oregon's Center for Prevention of Abuse and Neglect.

C. Resolution Series 2014, No. 3, City Services

Mayor Ruede asked City Administrator/Recorder Hilden to introduce agenda item C, Resolution Series 2014, No. 3 (05/08/2014). City Administrator/Recorder Hilden explained that the Resolution was a City housekeeping task that needs to be done every year prior to June 30th in order to comply with the Oregon Department of Administrative Services requirement that the City certifies it provides municipal services enumerated in Section 1 of ORS 221.760. In Dunes City's case, the services provided are: 1) fire protection, 2) street construction, maintenance, and lighting, 3) storm sewers, and 4) planning, zoning and subdivision control. The certification allows the City to be eligible to receive a share of State revenue disbursements from ODOT funds, liquor taxes, cigarette taxes, etc.

Council President Mills made a motion to adopt Resolution Series 2014, No. 3 (05/08/2014). Councilor Meyer seconded the motion. The motion passed by unanimous vote.

D. Resolution Series 2014, No. 4, Workers Comp for Volunteers

City Administrator/Recorder Hilden explained that this Resolution was also a housekeeping task the City is required to do each year. He went on to explain that after this Resolution was prepared for presentation to the Council, the City's Workers Comp insurance carrier, City-County Insurance, requested that the Resolution be prepared in a different format. As a result of that request, City Administrator/Recorder Hilden requested the Council to make a motion to table the vote on the Resolution so that he could revise it and present it again during the Council meeting in June.

Councilor Sanders made a motion to table a vote on the Resolution Series 2014, No. 4 until the June Council meeting. Council President Mills seconded the motion. The motion passed by unanimous vote.

E. Resolution Series 2014, No. 5, ODOT TGM Grant

City Administrator/Recorder Hilden explained that Resolution Series 2014, No. 5 (05/08/2014) shows support for and is a requirement for the City's pending application for a Transportation and Growth Management Grant. He went on to explain that the grant application has been submitted by the City's contract Director of Roads/Public Works Director, Gary Baker, to the Road Commission Chairman and the City Administrator for review.

Councilor Sanders asked if the City is soliciting endorsement from the fire department, the sheriff's department, Confederated Tribes or other agencies. City Administrator/Recorder Hilden replied that the City did the same outreach for this year's application as it did for last year's.

Councilor Meyer made a motion to approve Resolution Series 2014, No. 5 (05/08/2014). Councilor Sanders seconded the motion. The motion passed by unanimous vote.

F. Resolution Series 2014, No. 6, Oregon Parks Grant

Council President Mills explained that Resolution Series 2014, No. 6, is a Resolution that is required for a grant application to the Oregon Parks and Recreation Department's Local Government Grant Program, which provides funds to cities for the acquisition of land.

Councilor Meyer made a motion to adopt Resolution Series 2014, No. 6 (05/08/2014). Council President Mills seconded the motion. The motion passed by unanimous vote.

10. REPORTS

Mayor's Report: Mayor Ruede reported that she met with a representative from Oregon's State Senator Arnie Roblan's office who announced that there would be an Economic Devel-

opment Summit in Florence during the month of August. Mayor Ruede explained that attendance at the Summit is by invitation only and went on to invite all of the Councilors to attend.

Mayor Ruede also announced that she and Florence Mayor Nola Xavier will be choosing the Dunes City and Florence winners of the “If I Were Mayor” contests to attend the Mayors’ Conference this summer. She went on to note that she would invite the Dunes City winner to read his or her entry at a future City Council meeting.

Mayor Ruede concluded her commentary by extending thanks to everyone who worked on the Oregon Dunes Triathlon and Duathlon.

Communication and Education Committee Report: Councilor Meyer reported that he is hoping to publish the next issue of the newsletter shortly after the Oregon Dunes Triathlon and Duathlon, with an article about the event as the lead story. He asked Councilors to also contribute articles to the newsletter.

Ordinance Review Committee Report: Council President Mills reported that there was no meeting in April.

Water Quality Committee Report: Council President Mills reported that the Committee met on April 16th. She noted that much of the meeting was devoted to determining what Committee members would take over the tasks that Mark Chandler, Water Testing Program Coordinator, has been doing after he moves away. She went on to note: the Committee is still looking for boats in the water on both lakes that water testers can use; the Committee is also looking for a water tester coordinator for Siltcoos Lake; one of the Committee’s goals for this year is to produce videos demonstrating how the water testing is done; boat safety training needs to be done and will be scheduled during the summer. Mayor Ruede offered to put together a news release summarizing some of the Committee’s needs, noting that there may be Florence residents who would like to help.

Community Center Report: Councilor Wells had no report for April. However, Mayor Ruede expressed kudos to all of the work that was done a year ago to spruce up the landscaping around City Hall, noting that it looked beautiful this year.

Conservation Committee Report: Councilor Anderson reported that there were no complaints or applications from citizens in April, but he noted that when summer residents return there may be applications for tree removal as there was some storm damage during the winter.

Parks and Recreation Committee: Councilor Scarberry reported that a meeting was noticed last month but one of the members did not attend, so the meeting could not be held. He is hoping to have a meeting with full attendance next week.

Road Commission Report and April Draft Minutes: Councilor Sanders noted that the draft April 21 Road Commission meeting minutes were included in the Councilors’ meeting packets. Councilor Sanders reported that the bids for Dunes City road work would be opened in City Hall at 2:00 pm on May 14th, and clarified that the original specifications sent to bid ap-

plicants contained an error in the amount of square footage, but the corrected specs were sent to bid applicants as an addendum to the bid request. Councilor Sanders went on to explain that he and Road Commissioner Harris commenced the annual inventory and inspection of City-owned equipment, sending four pieces in for service and repair. He noted that during the inspection he and Commissioner Harris found that some pieces were not returned in ready-to-use condition; he will work with staff and other Road Commissioners to develop a better policy for equipment use by volunteers and present it to the Council later in the year. City Administrator/Recorder Hilden added that a better training process would be part of the new policy.

Emergency Services Report: City Administrator/Recorder Hilden noted that his written report and WLEOG meeting minutes were included in the Councilors' meeting packets. There was nothing substantial to report, except that SVFR Chief Langborg conducted an Active Shooter Planning meeting prior to the WLEOG meeting and would probably include ongoing discussion about Active Shooter Planning in future WLEOG regular sessions.

City Administrator/Recorder/Planning Staff Report: City Administrator/Recorder Hilden reported that City Attorney Emily Jerome completed her initial review of the Planning Commission's changes to Chapter 155; the next step is for the Planning Commission to meet with her and discuss her recommendations. Due to the confidential and sensitive nature of her recommendations, that meeting would likely be held in an Executive Session to be scheduled in coming weeks. Other notable news reported by City Administrator/Recorder Hilden included: the Budget Committee approved all five of the 2014–2015 fund budgets on May 6th; staff has been working hard to collect past due water rights fees. City Administrator/Recorder concluded by thanking Councilor Wells for all of the time he has committed to sprucing up City Hall for the arrival of summer visitors.

Mayor Ruede noted that the budget process was very smooth both this year and last year, in part due to the fact that the Budget Committee is very well informed and has been holding quarterly meetings.

11. FOR THE GOOD OF THE ORDER

Council President Mills announced that she graduated from her CERT class.

Councilor Sanders asked if the Oregon Dunes Triathlon and Duathlon merchandise could be featured on the City's website with pricing and instructions for ordering after the event—continuing to promote the event throughout the year. City Administrator/Recorder Hilden replied that he would work with the City's webmaster to make sure that happened. There was a brief discussion about other outlets for promoting the merchandise.

Councilor Wells noted that he has been fielding questions and comments about the status of Ordinance No. 203, following last year's LUBA decision. He added that discussions about the Ordinance would likely resurface in coming months.

There were no further comments for the good of the order.

12. ADJOURNMENT

Mayor Ruede requested a motion for adjournment. Councilor Meyer made the motion to adjourn. Councilor Scarberry seconded the motion. There was no vote taken.

Mayor Ruede adjourned the meeting at 8:43 pm.

APPROVED BY THE DUNES CITY COUNCIL ON THE 12th DAY OF JUNE 2014.

[Signed copy available at City Hall]

Rebecca Ruede, Mayor

ATTEST:

[Signed copy available at City Hall]

Fred Hilden, City Recorder