



**ROAD COMMISSION MEETING MINUTES ~ APPROVED  
NOVEMBER 17, 2014 AT 6:30 PM**

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

**1. CALL TO ORDER**

Vice Chairman Jerry Curran called the meeting of the Dunes City Road Commission to order at 6:35 pm.

**2. ROLL CALL**

Roll Call was taken by Road Secretary Laurale Lorentzen.

**Present:** Vice Chairman Jerry Curran, Commissioner Bill Harris, Commissioner Chris John and Commissioner Richard Palmer.

**Absent and Excused:** Chairman Maurice Sanders.

**Others Present:** Road Secretary Laurale Lorentzen.

**3. PLEDGE OF ALLEGIANCE**

All who were present stood for the Pledge of Allegiance.

**4. APPROVAL OF THE AGENDA**

**Commissioner Palmer made a motion to approve the Agenda. Commissioner John seconded the motion.**

**5. MOTION TO APPROVE THE MINUTES FROM THE OCTOBER 20, 2014 Meeting**

**Commissioner Palmer made a motion to approve the October 20, 2014 Minutes. Commissioner Harris seconded the motion.**

**6. ANNOUNCEMENTS / CORRESPONDENCE**

**A. Mayor's Banquet**

Road Secretary Lorentzen distributed a flyer to each Commissioner announcing the Mayor's banquet scheduled for Friday, December 12, 2014 at City Hall.

**7. CITIZEN INPUT (NONE)**

## **8. BUDGET REPORT**

### **A. Revenue & Expense – Street Fund Budget vs. Actual**

Road Secretary Lorentzen stated that an updated budget report will be on next month's Agenda.

## **9. UNFINISHED / OLD BUSINESS**

Commissioner Harris mentioned that in response to the October 20, 2014 meeting Minutes, page 2, Item 6C entitled No Brushing Post Removal, he is willing to remove the no brushing sign posts but he is not aware of their location within the City. Road Secretary Lorentzen stated that this week she will email Commissioner Harris the applicable address list that is filed at City Hall.

Vice Chairman Curran stated that he noticed a "Share the Road" sign on Rhododendron Drive in Florence that he felt would be an appropriate and effective sign to place in Dunes City. Commissioner Harris stated that 6 "Share the Road" signs are in the south shed, ready to be installed. He went on to note that despite our previous efforts, the County will not allow these signs to be placed on a County road. A discussion ensued about where the best locations would be to install the signs within the City.

## **10. New Business**

Commissioner Harris stated that in addition to Commissioner Palmer's request for safety warning signs, he too requests street work signs. While recently removing debris close to Boy Scout Road and Parkway Drive, Commissioner Harris mentioned that for safety reasons, a "Road Work Ahead" or a "Work in Progress" sign would have been beneficial. The Commissioners discussed and agreed that several "Road Work Ahead" or "Work in Progress" signs should be ordered to alert the public when work is being done on the road. Vice Chairman Curran made a recommendation to order "Road Work Ahead" / "Work in Progress" signs and to place this request under this line item as new business.

## **11. UNSCHEDULED ITEMS NOT LISTED ON AGENDA**

Vice Chairman Curran stated that a previous Road Commissioner, Henry Leach, assigned to the Maintenance Road Projects area 5, proposed 4 items that should be added to the 2015 Road Maintenance Project schedule. The areas of concern he mentioned are: 1) Woahink Drive where numerous branches, tree tops, littered debris and hanging limbs need to be removed with a good brushing around the backside of the road; 2) at the William Teel resident, a large trailer full of construction material has been permanently parked in the right-of-way at 5563 Woahink Drive making it difficult to observe traffic on the roadway; 3) at Huckleberry Avenue and Wright Road, a huge puddle develops during the rainy season and the drain becomes plugged with debris; 4) at 5593 Woahink Drive, a boat on a trailer is parked in the City's right-of-way in front of the home.

Road Secretary Lorentzen announced that the Planning Commission is still seeking comments and community input for the septic system Ordinance No. 203.

Road Secretary Lorentzen announced that the election count for the replacement of City Council member Dick Anderson will be received at City Hall Tuesday, November 25, 2014. She went on to note that the reason for the delay is because state statutory deadlines for write-ins have to be met before the results can be publicized.

Road Secretary Lorentzen stated that a citizen by the name of Mary Hudson on Clear Lake Road called City Hall and reported that people are pulling beaver dam material away from the outlet pipes at the end of Woahink Lake and leaving the debris along the road; she requested the City clean it up. Road Secretary Lorentzen informed Ms. Hudson that this is a County road and the County is responsible for the cleanup. Road Secretary Lorentzen invited the Commissioners thoughts regarding this issue and they concurred that either the Road Secretary call the County on her behalf or have Ms. Hudson make the call to the County.

Commissioner Harris requested that Chairman Sanders write an article for the next Dunes City Newsletter addressing the concerns regarding why not to feed the animals. Commissioner Harris offered to write the article himself if Chairman Sanders was not available to do so.

## 12. ADJOURNMENT

**There being no further business to come before the Road Commission, Commissioner Palmer made a motion to adjourn the meeting and Commissioner John seconded the motion. The motion passed by unanimous vote. Vice Chairman Curran adjourned the meeting at 7:03 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](http://www.dunescity.com).

**APPROVED BY THE ROAD COMMISSION ON THE 15TH DAY OF DECEMBER 2014.**

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Maurice Sanders, Road Commission Chairman

ATTEST:

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Laurale Lorentzen, Road Secretary