



CITY COUNCIL MEETING MINUTES ~ APPROVED

JUNE 12, 2019 AT 6:00 PM

City Hall ~ 82877 Spruce St., Westlake, OR

These proceedings of the Dunes City Council were recorded 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 Robert Forsythe called the Wednesday, June 12, 2019, meeting of the Dunes City Council to order at 6:00 pm.

2. ROLL CALL

Roll Call was taken by City Administrator/Recorder Jamie Mills.

Present: Mayor Robert Forsythe, Council President Sheldon Meyer, Councilor Susan Snow, Councilor Duke Wells, and Councilor Robert Orr. Councilor Alan Montgomery arrived at 6:01 pm.

Absent and Excused: Councilor Tom Mallen.

Also Present: Administrative Assistant Rapunzel Oberholtzer, several Dunes City residents, and *Siuslaw News* reporter Jared Anderson.

3. PLEDGE OF ALLEGIANCE

All who were present stood for the Pledge of Allegiance.

4. APPROVAL OF THE AGENDA

Councilor Orr made a motion to approve the Agenda. Councilor Wells seconded the motion. The motion passed by unanimous vote.

5. APPROVAL OF THE CONSENT AGENDA

Councilor Snow made a motion to approve the Consent Agenda with amended Bills of the Session. Councilor Orr seconded the motion. The motion passed by unanimous vote.

6. ANNOUNCEMENTS / CORRESPONDENCE

City Administrator/Recorder Mills read from the list of announcements on the Agenda:

- A. The Planning Commission will hold Public Hearings on a Conditional Use Permit and a Variance on Thursday, June 27, at 6:00 pm.
- B. Dunes City is looking for Budget Committee members to help keep Dunes City spending on track! Please contact City Hall for an application. No prior experience is necessary!
- C. Dunes City is also looking for someone to fill one Planning Commission vacancy. Please contact City Hall for an application. No experience is necessary. The Planning Commission also serves as a CAC and, between the two, meets twice monthly.

7. CITIZEN INPUT ON ITEMS NOT DISCUSSED IN PUBLIC HEARING

Mayor Forsythe recognized Mr. Bob Pine, who introduced himself as a representative of the Central Oregon Coast Amateur Radio Club, a group of ninety-six members throughout the Dunes City/Florence area. He noted that the Club provided twenty-three radio operators for the Triathlon. He went on to invite Councilors and the public to come out to the Club's annual Field Day Saturday, June 22, at the Sutton Camp Ground, Camp Site C. He explained that the exercise is to demonstrate radio's capabilities to provide emergency communication, internet access, text messaging, email, welfare notifications, and more during a disaster event in the area.

Responding to a question from Council President Meyer about whether or not the Club would communicate directly with the US Navy or the federal government after a disaster, Mr. Pine explained that the COCARC functions with WLEOG under the direction of the Incident Commander. Mr. Pine went on to explain that, in the works, is a wi-fi system that would replace telephone systems and could be accessed by any laptop in the event normal communication systems are down.

8. PRESENTATIONS

City Administrator/Recorder Mills introduced Mr. Gary Franklin of HD Fowler Company to discuss drive-by water meter readings. Mr. Franklin explained that HD Fowler Company is based in Washington but has had a Eugene service center for about fifteen years. He noted that the Company provides full water meter service and support, with support being a crucial element of the Company's service. He described the Harmony Software capabilities, noting that the system, in Dunes City, would be used to capture and manage data.

Mr. Fowler went on to describe the Mobile Drive-By equipment, noting that it could read most meters, although some meters located under a house might need to be relocated. In describing the water meter, he noted that there were no moving parts and the meter came with a ten-year warranty and a twenty-year battery. He went on to note that training on the software and field readings would be provided.

Mayor Forsythe asked about the HD Fowler Company customer base. Mr. Franklin explained that South Coast Water District is a customer as are the cities of Warrenton,

Coburg, Turner, Independence, Long Beach and others are some of the current customers.

There was some discussion about third party interference. City Administrator/Recorder Mills explained that each Fowler customer was assigned its own frequency so that should not be an issue.

Mayor Forsythe thanked Mr. Franklin and asked City Administrator/Recorder Mills to prepare a line-by-line comparison of the proposals from HD Fowler and Ferguson Water Works and a plan for implementing the drive-by meters for the next Council meeting.

9. PUBLIC HEARING

A. Resolution Series 2019, Number 4, Adopting the Budget for FY 2019-2020

Mayor Forsythe closed the regular session of the June 12 City Council meeting at 6:25 pm and opened the public hearing on Resolution Series 2019, Number 4, adopting the Budget for Fiscal Year 2019-2020.

Mayor Forsythe asked if there was anyone present who wished to make any comments. No one did, and Mayor Forsythe closed the public hearing at 6:26 pm.

Councilor Snow made a motion to accept the Resolution. Councilor Orr seconded the motion. The motion passed by five votes in favor, none opposed, no abstentions, and with one absent Councilor (Mallen).

10. NEW BUSINESS

A. Resolution Series 2019, Number 5, Approving Version 5.0 (August 2018) Annex 3 – City of Dunes City to the Lane County Multi-Jurisdiction Hazard Mitigation Plan

City Administrator/Recorder Mills explained that in order for Dunes City to receive various emergency funding and hazard mitigation grants, the City had to adopt the Annex to ensure that Dunes City has its own Hazard Mitigation Plan in place under the Lane County Multi-Jurisdiction Hazard Mitigation Plan.

Council President Meyer made a motion to approve Resolution Series 2019, Number 5. Councilor Montgomery seconded the motion. The motion passed by unanimous vote.

B. Resolution Series 2019, Number 6, Approving Submission of Small Cities Allotment Grant for Work on Parkway Drive

City Administrator/Recorder Mills explained that Parkway Drive needs work to create vision clearance and she was seeking Council approval to submit an application for grant funding.

Council President Meyer made a motion to approve Resolution Series 2019, Number 6. Councilor Wells seconded the motion. The motion passed by five votes in favor, none opposed, no abstentions, and with one absent Councilor (Mallen)..

C. Report of Actions Taken By Charter Spectrum Over the Last Fiscal Year

City Administrator/Recorder Mills read aloud the Charter Report FY 2018-2019 included in the Councilors' meeting packets.

1. *Raised monthly prices effective November 1, 2018 as follows: Broadcast TV Surcharge from \$8.85 to \$9.95; Spectrum Receiver from \$6.99 to \$7.50 per receiver; and Latino View from \$7.99 to \$8.99.*
2. *On November 22, 2018, discontinued Channel 107, Nick II (at request of Viacom).*
3. *December 14, 2018, added the POP Channel on 84 SD and 740 HD.*
4. *On January 30, 2019 made the POP Channel part of the Gold level of service.*
5. *On January 2, 2019, discontinued video on demand for WGN America, channels SD 10 and HD 787.*
6. *On January 11, 2019, reinstated the WGN America channels.*
7. *Effective February 14, 2019, discontinued CableCard and TiVo devices from viewing without attaching a tuner adapter. Tuner adapters were provided free of charge.*
8. *Effective February 24, 2019, raised the Broadcast TV Surcharge from \$9.95 to \$11.95.*
9. *Effective April 30, 2019, launched a fitness channel available by subscription for \$6.99 a month.*
10. *Due to corporate reorganization, Pacific Cable West, LLC, took over operations of the cable system in Dunes City.*
11. *On May 13, 2019 launched a new Spectrum Originals on-demand on channel 2010.*
12. *Effective May 24, 2019, discontinued Hillsong Channel SD 172 and Hillsong Channel HD 715.*
13. *Effective June 23, 2019, Charter will no longer provide a pro rata credit for services sold on a monthly basis that are cancelled prior to the end of the current billing month. Customers will be responsible for the full monthly charge for those services that are offered on a monthly subscription basis to which the customer has subscribed, regardless of the customer's termination of such monthly service prior to the conclusion of the respective subscription month.*

D. Resolution Services 2019, Number 7, Approving Entry into IGA with Lane Council of Governments for Information Technology Services

City Administrator/Recorder Mills explained that the office has been experiencing various computer and email issues for several months and, while some issues have been resolved with outside help, others have not. The IGA will allow the City to work with an LCOG IT expert to fix the email and computer issues at a cost not to exceed \$2,000.

Council President Meyer made a motion to adopt Resolution Series 2019, Number 7. Councilor Montgomery seconded the motion. The motion passed by five votes in favor, none opposed, no abstentions, and with one absent Councilor (Mallen).

11. EXECUTIVE SESSION

There was none.

12. OLD BUSINESS

- A. Consideration of Plan for Replacement of Water Meters to Drive-By Radio Read Water Meters

City Administrator/Recorder Mills explained that the plan would be prepared for the next Council meeting, along with the comparison of the quotes from HD Fowler and Ferguson Water Works.

13. REPORTS

- A. Mayor's Report: Mayor Forsythe announced that he and other Mayors and City Administrators will meet on September 12 to discuss the Emergency Operations Plan. He asked City Administrator/Recorder Mills to schedule a meeting with the City's Water Rights attorney. He also asked her to schedule an agenda item to discuss undeveloped roadways.
- B. Community Center Report: Councilor Wells reported that there were no issues with the Community Center building.
- C. Water Quality Report: Councilor Snow reported that water testers tested on Woahink on May 28; the report was in the Councilor's meeting packets. She went on to say that she hoped testers would test Siltcoos next week.
- D. Public Works Maintenance Supervisor's Report: City Administrator/Recorder Mills reported that she and Public Works Maintenance Supervisor Richard Palmer are working to identify the projects that need to be done this year, including Parkway Drive.
- E. Emergency Services Report: City Administrator/Recorder Mills reported that she attended the May WLEOG meeting, and the meeting materials were included in the Council meeting packets.
- F. City Administrator/Recorder/Planning/Staff Report: City Administrator/Recorder Mills reported that there were five new permits issued in May; the City received a complaint about dogs attacking people and animals on Kiechle Road; DLCD conducted its National Flood Incident Plan Audit and Assistance visit with Dunes City, giving Staff a number of new procedures and forms to develop and implement; she would be traveling to Salem to give a presentation for grant money for Rebecca's Trail; there is still no definitive information about the Building Codes Division issue; there have been reports about someone

stealing mail out of mailboxes—residents are urged to be vigilant and report suspicious activity.

14. FOR THE GOOD OF THE ORDER

Councilor Wells thanked his neighbor residents for keeping an eye on his grandson when he managed to escape his care for a few minutes.

Rapunzel reported that there were over two hundred Triathlon/Duathlon participants with 37 volunteers from Florence and Dunes City, 23 volunteers from COCARC and 15 Boy Scouts and their leaders.

City Administrator/Recorder Mills reported that she was contacted by an Eagle Scout about working on a City project.

15. ADJOURNMENT

Mayor Forsythe adjourned the meeting at 6:55 pm.

APPROVED BY THE DUNES CITY COUNCIL ON THE 10^h DAY OF JULY 2019

[Signed copy available at City Hall]

Robert Forsythe, Mayor

ATTEST:

[Signed copy available at City Hall]

Jamie Mills, City Administrator/Recorder