



**CITY COUNCIL REGULAR SESSION MEETING MINUTES ~ APPROVED
DECEMBER 23, 2020 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, December 23, 2020, 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 Tom Mallen, Councilor Robert Orr, and Councilor Susan Snow

Absent and Excused: Councilor Duke Wells

Absent: Councilor Alan Montgomery

Also Present: Videographer Alan Campbell and Councilor-elect Rory Hammond

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. Council President Meyer seconded the motion. The motion passed by unanimous vote.

5. APPROVAL OF THE AMENDED CONSENT AGENDA

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

6. ANNOUNCEMENTS / CORRESPONDENCE

City Administrator/Recorder Mills announced that the City has five openings on its Budget Committee and suggested that anyone interested in participating in the City's budgeting process contact City Hall after January 4, 2021, to sign up.

City Administrator/Recorder Mills provided a report on the Planning Commission's accomplishments during 2020, noting that the Commissioners and Citizens Advisory Committees have finished their work on Dunes City's Zoning and Development Code, Chapter 155. She went on to note that in 2021 the Planning Commission and the City Council will hold public hearings on the final product and adopt new code by Ordinance.

City Administrator/Recorder Mills went on to provide a report on septic maintenance in the City. She noted that there were 337 vacant lots in Dunes City, thirty-nine of those have alternative Lane County-approved systems, eighty-eight have not complied, were red-flagged or were never inspected. There were 117 letters and post cards sent out this year and the City is waiting for inspection reports on those. Sixty more properties are being researched to determine their status.

7. CITIZEN INPUT ON ITEMS NOT DISCUSSED IN PUBLIC HEARING

Mayor Forsythe noted that he had received a letter from Dunes City resident, Mr. Dean Washburn, in response to a letter the City sent him regarding a complaint that he was feeding deer. Mayor Forsythe explained that both Lane County and Dunes City have ordinances prohibiting the feeding of deer. Mayor Forsythe offered into look into the situation as it develops, if it does.

8. PRESENTATION/TRAINING

There was none.

9. OLD BUSINESS

A. Approval/Denial of Agreement for Receipt of Small Cities Allotment Grant

City Administrator/Recorder Mills explained that the Grant was for repairs to Parkway Drive and the Byrd Park area.

Council President Meyer made a motion to approve the Agreement. Councilor Orr seconded the motion. The motion passed by unanimous vote.

10. PUBLIC HEARINGS

None were scheduled.

11. NEW BUSINESS

A. Planning Commission and Budget Committee Appointments

City Administrator/Recorder Mills referred Councilors to applications from Ms. Bonnie Allen for Planning Commission and Ms. Stacey Adelson for Budget Committee.

Council President Meyer made a motion to approve Bonnie Allen for the Planning Commission and Stacey Adelson for the Budget Committee. Councilor Snow seconded the motion. The motion passed by unanimous vote.

B. Review of Accomplishments for 2020-2021 Fiscal Year

City Administrator/Recorder Mills referred Councilors to copies of the Proposed Goals for 2020-2021 and the 2020 Goals in Review reports included in their meeting packets.

Mayor Forsythe thanked City Administrator/Recorder Mills and the Councilors for their efforts to work on accomplishing established goals.

C. Schedule Goal Setting Session

Councilors agreed to discuss a schedule during or after the January 2021 meeting when Councilor-elect Hammond can be part of the discussion.

12. EXECUTIVE SESSION

There was none.

13. REPORTS

- A. Mayor's Report – Mayor Forsythe announced that he intended to write a letter to the governor about reopening local businesses even though Lane County is still considered in the extreme risk category for COVID-19.
- B. Community Center Report – Due to Councilor Wells' absence, there was no report.
- C. Water Quality Report – Councilor Snow reported that Steven Hager has been doing some testing on behalf of the City and working with the Oregon Division of Health, Drinking Water on monitoring and notification.
- D. Emergency Services Report – City Administrator/Recorder Mills noted that WLEOG has requested that Dunes City provide names and/or titles of City Officials assigned to various emergency oversight positions.
- E. City Administrator/Recorder/Planning/Staff Report – City Administrator/Recorder Mills reported that the City continues to receive complaints about noise from the short-term rental on Cloud Nine Road but the only current City Code that is applicable for enforcement is the Nuisance Code. There was some discussion about the status of the draft short-term rental ordinance and what options are available now for the City to mitigate the cause of the complaints. City Administrator/Recorder Mills went on to report that the City's Public Works Supervisor is not currently in town to respond to requests for cleaning streets and removing downed trees, so she is asking for volunteers to step up and request-

ing that residents be patient. City Administrator/Recorder Mills also reported that the City's Permit Tech is taking over the water meter reading database—meter readings should be emailed to permits@dunescityor.com.

14. FOR THE GOOD OF THE ORDER

City Administrator/Recorder Mills referred Councilors to copies of the Preliminary Audit Report that was distributed prior to the start of the meeting.

15. ADJOURNMENT

Councilor Orr made a motion to adjourn. Councilor Mallen seconded the motion. The motion passed by unanimous vote.

Mayor Forsythe adjourned the meeting at 6:48 pm.

APPROVED BY THE DUNES CITY COUNCIL ON THE 27th DAY OF JANUARY 2021

[Signed copy available at City Hall]
Robert Forsythe, Mayor

ATTEST:

[Signed copy available at City Hall]
Jamie Mills, City Administrator/Recorder