

1 Depoe Bay City Council
2 Regular Meeting
3 Tuesday, September 18, 2018 - 7:00 PM
4 Depoe Bay City Hall

5
6 PRESENT: Mayor B. Leff, C. Bates, R. Gambino, L. Goddard, J. Grant, K. Short
7 ABSENT: D. Callender
8 STAFF: City Superintendent B. Weidner, City Recorder J. Wiseman, Recording Secretary
9 C. Duering

10
11 I. PLEDGE OF ALLEGIANCE

12 Mayor Leff called for all to stand for the Pledge of Allegiance.

13
14 II. CALL TO ORDER

15 Mayor Leff called the meeting to order at 7:00 PM and established a quorum.

16
17 III. APPROVE MINUTES: September 4, 2018, Regular Meeting.

18 Mayor Leff asked for a motion to approve the September 4, 2018, Regular Meeting minutes.

19
20 Motion 1: Short moved to approve the September 4, 2018, Regular Meeting minutes as written. Gambino
21 seconded the motion.

22
23 Mayor Leff said it was moved and seconded, and called for discussion. There was none.

24
25 Vote: Motion 1 passed.

26 Ayes: Short, Goddard, Gambino, Leff, Bates, Grant

27
28 IV. ACCOUNTS PAYABLE

29 Motion 2: Gambino moved to approve Accounts Payable as presented. Short Seconded the motion.

30
31 Mayor Leff said it was moved and seconded, and called for discussion. Gambino noted a duplicate
32 payment was issued in the amount of \$230.51 to Industrial Welding Supply, a frequently used vendor –
33 Overpayment will result in a credit on City's account.

34
35 Vote: Motion 2 passed.

36 Ayes: Goddard, Gambino, Leff, Bates, Short, Grant

37
38 V. SPECIAL ORDERS

39 Short reported on the status of the Employee Salary Survey per Ruth Mattox, Oregon's Local Government
40 Personnel Institute (LGPI) (copy of e-mail attached to original of these minutes).

41
42 VI. REPORTS OF OFFICERS, BOARDS, OR STANDING COMMITTEES

43
44 A. Parks Commission Recommendation – Stone Sign for Cat Lick Park

45 Ron Gilliam, Parks Commissioner, summarized the request for authorization to purchase a stone sign for
46 Cat Lick Park (copy attached to original of these minutes). Brief discussion followed regarding: 1)
47 Naming of the park; and 2) Confirmed expense is in the Adopted Budget.

48

1 Motion 3: Short moved to authorize the purchase of the stone sign in the amount of \$1,354.00. Gambino
2 seconded the motion.

3
4 Mayor Leff said it was moved and seconded, and called for discussion. There was none.

5
6 Vote: Motion 3 passed.

7 Ayes: Goddard, Gambino, Leff, Bates, Grant, Short

8
9 Brief discussion followed: 1) Pery Murray will be happy; 2) Park will become a destination simply
10 because of its name; and 3) Potential to become the most popular/top spot in Depoe Bay to take a
11 selfie/photograph.

12 13 VII. PUBLIC COMMENTS

14 There were none.

15 16 VIII. UNFINISHED BUSINESS

17 A. Harbor

- 18 • Pilings

19 Weidner reported Bill Sexton, contractor, prepared drawings to repair the pilings. Weidner
20 explained the temporary fix as shown by his illustration on the whiteboard. Bergersen
21 Construction will be submitting a proposal for construction.

22 Brief discussion followed regarding: 1) Expediting the repair project; 2) Reinforcement
23 material; and 3) Dock piling and float replacement will be a future project.

- 24 • Dredging

25 Wiseman reported on the Friday, September 21, 2018, meeting/harbor tour arranged by
26 Senator Merkley's office with the U.S. Army Corps of Engineers, Senator Roblan,
27 Representative Gomberg, congressional delegation staff, and local officials to talk about
28 the dredging/infrastructure issues and working towards a resolution. He anticipates
29 receiving the Agenda tomorrow and hopes City Council and Harbor Commissioners are
30 able to attend. Weidner reported per the Mayor's suggestion he created a collage of current
31 low tide photos depicting the urgency of the matter.

32
33 Brief discussion followed regarding: 1) Taking photographs during the minus tide on Friday morning; 2)
34 John Serra, Office of Congressman Kurt Schrader, is planning on attending; 3) Use harbor skiff to
35 demonstrate the depth under the keel during minus tide; and 4) Depth sounding during the harbor tour.

36 37 B. Depoe Bay/Gleneden Sanitary District Agreement

38 Wiseman reported: 1) Monthly payments are current – Received seven checks each in the amount of
39 \$17,000 – Leaving a balance of approximately \$62,000 for 2017/2018 fiscal year; 2) Adjustments were
40 made per his very cooperative/productive meeting with Phil Jenson, President, Gleneden Sanitary District
41 Board of Directors; 3) Next Gleneden Sanitary District Board of Directors meeting is September 26, 2018;
42 5) Pete Gitner, City Attorney, drafted correspondence to the Gleneden Sanitary District; and 6)
43 Wastewater Advisory Committee Meeting is scheduled for 2:00 PM, Tuesday, October 2, 2018, at the
44 Gleneden Sanitary District Office.

45
46 Mayor Leff requested a copy of the City Attorney's correspondence.

47

1 IX. NEW BUSINESS

2

3 A. Employee Handbook - Catastrophic Leave Donation Policy Eligibility

4 Wiseman summarized his memorandum to City Council regarding Employee Handbook Catastrophic
5 Leave Donation Policy Eligibility dated September 14, 2018, (copy attached to original of these minutes)
6 and updated the City Council on the employee's status and explained how the value of donated leave is
7 calculated.

8

9 Discussion ensued regarding clarifying: 1) Exception request is specific to the subject employee; 2)
10 Calculation/determination of the value of the number of hours of paid leave available to the recipient; and
11 3) Conversion of unused donated leave.

12

13 Mayor Leff called for a Motion.

14

15 Motion 4: Grant moved to approve the requested one-time exception to the Catastrophic Leave Donation
16 Policy Eligibility Section of the Employee Handbook. Gambino seconded the motion

17

18 Mayor Leff said it was moved and seconded, and called for discussion. There was none.

19

20 Vote: Motion 4 passed.

21 Ayes: Gambino, Leff, Bates, Grant, Short, Goddard

22

23 B. N.W. Vista Street and S.E. Shell Avenue Overlay Projects – Recommendation to Award

24 Weidner distributed a copy of the Bid received from Road and Driveway Company (copy attached to
25 original of these minutes). He briefly summarized the two projects and explained how existing
26 maintenance/design issues would be addressed/resolved.

27

28 Brief discussion ensued regarding: 1) Proposal is not totaled; and 2) Projects are budgeted.

29

30 Motion 5: Short moved to accept the Bid from Road and Driveway in the amount of approximately
31 \$30,085 and directed Weidner to proceed with the project. Goddard seconded the motion.

32

33 Mayor Leff said it was moved and seconded, and called for discussion. Gambino corrected the total to
34 \$34,136.36. Short agreed to amend the Motion to approximately \$35,000.

35

36 Vote: Motion 5 passed.

37 Ayes: Leff, Bates, Grant, Short, Goddard, Gambino

38

39 C. Depoe Bay Dredging Issues – September 21, 2018, Meeting

40 Discussed earlier in the meeting.

41

42 X. CORRESPONDENCE

43 There was none.

44

45 XI. CITY STAFF REPORT

46

47 Weidner: 1) Oregon Department of Environmental Quality (DEQ) has issued the Waste Discharge Permit
48 for the Wastewater Treatment Plant facility; 2) Summarized a recent telephone conversation with a
49 Logsdon resident and Save our Siletz River (SOS) member; 3) Status of the Wastewater Biosolids

1 Dewatering Press Project; 4) Schedule a Water Treatment Plant and Wastewater Treatment Plant facilities
2 tour in the near future; 5) Ainslee Street neighbors are thankful/pleased with the recently completed street
3 project; 6) Letter to thank the Chamber of Commerce for allowing the Lincoln County work crew to
4 perform work for the City in addition to their endeavors with the Annual Salmon Bake Event; 7) Update
5 on City Hall landscaping and basement improvements, Harbor jetty rock/plant removal, and Rocky Creek
6 intake; and 8) Salmon Bake was wonderful.

7
8 Wiseman: 1) Visions Municipal Solutions software training (Purchase Order, Utility Billing and Cash
9 Management modules) on Thursday, September 20, 2018 – City Hall will remain open; 2) Announced
10 City Harbor/Utilities Clerk position hours will increase to 36 hours/week starting October 1, 2018, and
11 summarized the job duties/employee’s performance (copy of job description attached to original of these
12 minutes). He requested City Council’s approval to increase the hourly pay to \$18.50. Brief discussion
13 followed; 3) Announced City Secretary position job title change to Executive Administrative Assistant
14 and summarized the job duties/employee’s performance (copy of job description attached to original of
15 these minutes). He requested City Council’s approval to increase the employee’s current wage by five
16 percent with the understanding the salary will be re-evaluated once the Employee Salary Survey is
17 completed; and 4) Stated his appreciation of the Council’s consideration and support.

18
19 Discussion included: 1) Clarification of the subject employees’ current and previous wages, job titles, job
20 descriptions, duties and benefits; 2) Council’s suggestion for additional review/corrections prior to
21 approval of the Employee Job Descriptions presented at a previous meeting; and 3) Pay increases are
22 included in the Adopted Budget.

23
24 Mayor Leff stated her full support. A Councilor stated he was uncomfortable discussing an employee’s
25 job description/salary increase in an open public forum with the employee present and is concerned that a
26 salary increase and title change would impact the results of the on-going Employee Salary Survey.
27 Lengthy discussion ensued.

28
29 Motion 6: Gambino moved to approve the Job Title change from City Secretary to Executive
30 Administrative Assistant including the five percent salary increase; and also, to approve the City
31 Harbor/Utilities Clerk hourly pay increase to \$18.50. Short seconded the motion.

32
33 Mayor Leff said it was moved and seconded, and called for discussion. Further discussion followed
34 regarding circumventing the on-going Employee Salary Survey and the related expenses.

35
36 Vote: Motion 6 passed.

37 Ayes: Bates, Short, Goddard, Gambino, Leff

38 Noes: Grant

39
40 XII. COUNCIL COMMENTS

41 Short: 1) Asked for an update on the Martin Property Nuisance Complaint; and 2) Thanked the volunteers
42 for making the Salmon Bake a huge success and the weather was perfect.

43
44 Weidner: Summarized his discussion with Cory Blake, Attorney, regarding the enforcement status.

45
46 Goddard: None.

47
48 Gambino: Attendees commented that folks did a great job and the salmon was fabulous and far superior
49 than past years.

1 Bates: None.

2

3 Grant: 1) Disappointed in the Council's decision to start a salary survey; 2) At this point we've
4 circumvented the results – Why go to the expense and trouble to the City and not wait; and 3) Hopes this
5 exercise in futility makes the newspaper.

6

7 Leff: 1) Results of the salary survey will be dealt with – Anyone paid too much will go on a salary freeze;
8 2) Salary survey has value; 3) The combined two-year effort of Toledo, Waldport, and Depoe Bay Mayors
9 has resulted in a proposal being submitted to the Lincoln County Board of Commissioners requesting
10 funding for the Chamber of Commerce in their cities (copy attached to original of these minutes); and 4)
11 Thanked the Depoe Bay Chamber and all the volunteers for making the Salmon Bake fabulous.

12

13 XIII. ADJOURN

14 There being no further business, the meeting was adjourned at 8:09 PM.

15

16

17

18

Barbara Leff, Mayor

19

20

21

22 Carla Duering, Recording Secretary