

1 Depoe Bay City Council  
2 Regular Meeting  
3 Tuesday, March 1, 2011 - 7:00 PM  
4 Depoe Bay City Hall  
5  
6

7 PRESENT: Mayor C. Connors, P. Cameron, S. Hoitink, B. Leff, D. Goddard, T. Lewis,  
8 D. Zimmerman  
9

10 STAFF: City Recorder P. Murray, City Field Superintendent T. Owings  
11  
12

13 I. PLEDGE OF ALLEGIANCE

14 Mayor Connors called for all to stand for the Pledge of Allegiance.  
15

16 II. CALL TO ORDER

17 Mayor Connors called the meeting to order and established a quorum at 7:00 PM.  
18

19 III. APPROVE MINUTES: February 15, 2011 Regular Meeting

20 Motion 1: Leff moved to approve the minutes from the February 15, 2011 Regular Meeting as  
21 written. Goddard seconded the motion.  
22

23 Mayor Connors said it was moved and seconded, and called for discussion. There was none.  
24

25 Vote: Motion 1 passed.

26 Ayes: Cameron, Hoitink, Leff, Connors, Goddard, Lewis, Zimmerman  
27

28 IV. ACCOUNTS PAYABLE

29 Motion 2: Zimmerman moved to approve the Accounts Payable as submitted. Cameron seconded  
30 the motion.  
31

32 Mayor Connors said it was moved and seconded, and called for discussion. There was none.  
33

34 Vote: Motion 2 passed.

35 Ayes: Cameron, Hoitink, Leff, Connors, Goddard, Lewis, Zimmerman  
36

37 V. SPECIAL ORDERS

38 A. Annual Presentation – Rob Bovett, Lincoln County District Attorney  
39 District Attorney Rob Bovett gave a PowerPoint presentation of the 2010 annual report (copy of  
40 handout attached to original of these minutes), and answered questions from the Council.  
41

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

43 A. Mike Laverty, Cascades West Area Commission on Transportation (CWACT)  
44 Mr. Laverty introduced himself and explained that his reporting on CWACT activities is a  
45 continuation of a duty he held when he served on the Council. He reported on the recent CWACT  
46 meeting and answered questions from the Council. Mayor Connors is the City's primary  
47 representative, and Mr. Laverty is the alternate to CWACT.  
48

49 B. Planning Commission Recommendation

50 Planning Commission President Roy Hageman addressed the Council regarding the Commission's  
51 recommendation on warning sirens requested by the Council. He said the Commission would be  
52 ready to make a recommendation at the March 15 meeting. There are only about five companies  
53 that manufacture warning sirens. One of the companies will have a trailer with two higher-end  
54 versions of their sirens in Portland the weekend of March 21, and he said they wanted to bring the

1 trailer to Depoe Bay for a demonstration. He noted that the higher-end system also had voice  
2 capability. The Council was interested in seeing the demonstration.

3  
4 C. Audit Review Committee (ARC)

5 Councilor Leff explained to new Councilors that the ARC reviews a monthly cash report and she  
6 reports to the Council. She offered to share the report with anyone interested, and said that cash is  
7 flowing in a normal, appropriate way.

8  
9 VII. PUBLIC COMMENTS

10 There were no public comments.

11  
12 VIII. UNFINISHED BUSINESS

13 A. Draft Ord. #289 – An Ordinance Amending Ord. #252 (Depoe Bay Harbor Ordinance),

14 Imposing Insurance Requirements for Moorage Use Permits, and Declaring an Emergency  
15 Murray reviewed the draft ordinance (copy attached to original of these minutes). She noted 1)  
16 that moorage is not automatically relinquished when an owner sells their boat as they have the  
17 opportunity to bring in a like-sized boat before their paid moorage expires, and 2) the City Attorney  
18 did not advise to include language waiving the insurance requirement when a boat sells, as it is  
19 self-evident that insurance is not necessary when there is no boat. There was discussion about the  
20 proposed insurance requirement, including how to handle transient moorage holders who arrive  
21 after hours. Barbara Martin from Newport offered knowledge she has accumulated on this subject.  
22 There was also discussion about enforcement. A suggestion was made to post a sign at the boat  
23 launch to inform users that they are liable for any damage they cause. It was noted that it is a  
24 relatively new practice for harbors to require insurance. Murray said that she would conduct  
25 research on preparing a document where the signer assumes all liability for three days or less, and  
26 will report at the next meeting.

27  
28 B. Community Hall Heating System

29 Owings reported that the heating company has recommended a new heating system be installed at  
30 the Community Hall. Owings suggested the new system be installed in the storage area, where the  
31 noise would not bother people using the facility, as several noise complaints have been received.  
32 Mayor Connors added that she met with the Oregon Energy Trust (OET), who gives money for  
33 certain energy-related projects. She recommended that Owings speak with OET to see if this  
34 project would qualify before proceeding.

35  
36 C. Lincoln County Town and Country Fair Geocaching Coin

37 Mayor Connors said she left a message with the person who sent the letter asking the City to  
38 participate in the geocaching coin program again this year, but had not heard back from her on  
39 whether or not other cities will be participating this year. There was brief discussion. This item was  
40 tabled indefinitely.

41  
42 D. Executive Session Action

43 Motion 3: Leff moved to authorize Portland attorney Joseph Yazbeck to move forward as discussed  
44 in Executive Session with the amount discussed. Cameron seconded the motion.

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46 Mayor Connors said it was moved and seconded, and called for discussion. There was none.

47  
48 Vote: Motion 3 passed.

49 Ayes: Cameron, Hoitink, Leff, Connors, Goddard, Lewis, Zimmerman

50  
51 E. Schedule Council Workshop Meetings

52 There was discussion about a joint meeting between the Council and the Harbor Commission to  
53 discuss the harbor and the status of their recommendations on updating Ord. 252, as requested by  
54 the Council last year; she also wanted to discuss the Council's vision for the harbor and the

1 Commission's vision for the harbor. A Councilor asked if the Comp Plan addressed the harbor;  
2 Murray responded that she didn't believe the Comp Plan includes goals for development of the  
3 harbor. A Councilor suggested having harbor income and expenditure information available at the  
4 joint meeting. The joint meeting was scheduled for 5:30 PM on March 30.

5  
6 There was discussion about a future workshop on law enforcement. Mayor Connors said she met  
7 with Sheriff Dotson last week, and she's spoken with the Mayor of Waldport, who has a contract  
8 with the Sheriff's Office for 80 hours a week that is quite expensive. She will also be meeting with  
9 Lt. Carey next week to discuss law enforcement ideas. She would like to schedule a law  
10 enforcement workshop after her meeting with Lt. Carey.

11  
12 The last workshop discussed was for orientation of new Councilors; it was determined that this  
13 workshop would not be necessary.

14  
15 IX. NEW BUSINESS

16 A. Bid Award – Docks 1 and 2 Flotation Replacement Project

17 Owings said two bids were received, and recommended going with the low bid (see copy of his  
18 report dated 3/1/11 attached to original of these minutes).

19  
20 Motion 4: Goddard moved to accept the RPM bid for Docks 1 and 2 Flotation Replacement Project,  
21 at \$18,777. Leff seconded the motion.

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

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25 Vote: Motion 4 passed.

26 Ayes: Cameron, Hoitink, Leff, Connors, Goddard, Lewis, Zimmerman

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28 B. Award Engineering Services Contract – Bay Street Improvement Project

29 Owings said two bids were received for this project, and recommended going with the low bid (see  
30 copy of his report dated 3/1/11 attached to original of these minutes).

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32 Motion 5: Goddard moved to accept the MSS Engineering proposal for \$17,200 for the Bay Street  
33 Improvement Project. Zimmerman seconded the motion.

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35 Mayor Connors said it was moved and seconded, and called for discussion. There was none.

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37 Vote: Motion 5 passed.

38 Ayes: Cameron, Hoitink, Leff, Connors, Goddard, Lewis, Zimmerman

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40 C. Authorize Registration and Travel Expenses – Oregon Local Leadership Institute Training

41 Murray said one Councilor wanted to attend a Government Ethics in Oregon training session in  
42 Yachats next Wednesday. Registration is \$50, plus mileage estimated at \$40.

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44 Motion 6: Leff moved to authorize expenses not to exceed \$100 for Councilor Hoitink to attend the  
45 Oregon ethics training session. Goddard seconded the motion.

46  
47 Mayor Connors said it was moved and seconded, and called for discussion.

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49 Vote: Motion 6 passed.

50 Ayes: Cameron, Leff, Connors, Goddard, Lewis, Zimmerman

51 Abstain: Hoitink

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53 D. Authorization for Use of City Facilities – Chamber of Commerce Annual Wooden Boat Show

1 This item was tabled to the next agenda because Jack Brown was unable to attend this meeting  
2 due to illness.

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4 X. CORRESPONDENCE

5 There was one item of correspondence (copy attached to original of these minutes): A letter from  
6 ODOT dated 2/24/11 regarding the City's application for Transportation Enhancement funding for  
7 Hwy 191 South of Bridge Improvements; the project was not selected for funding, but the City can  
8 reapply in the spring of 2012.

9  
10 A Councilor had a question about correspondence Murray had sent to Gleneden Beach Sanitary  
11 District. Murray explained how the agreement with Gleneden Beach works, noting that because  
12 costs have gone up, the City is carrying quite a bit of Gleneden's share of the costs throughout the  
13 year, which is why the letter was written.

14  
15 XI. CITY STAFF REPORT

16 Owings reviewed his written report (copy attached to original of these minutes), providing updates  
17 on the bridge project in City Park, the wastewater storage and workshop permit, and the DEQ  
18 mixing zone study.

19  
20 Murray reported that applications are being accepted for one vacancy on the City Budget  
21 Committee and three vacancies on the Urban Renewal Agency Budget Committee; applications will  
22 be accepted through March 10.

23  
24 XII. COUNCIL COMMENTS

25 Leff thanked everyone for coming. She said the newsletter is in progress, and that it's nice to have  
26 all the Council seats filled.

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28 Zimmerman thanked Brady, Dan, and Gary for the tour of the water and wastewater plants, and  
29 said the Council should be appreciative of City Crew and Staff, who are always trying to figure out  
30 ways to save money.

31  
32 Lewis expressed concern about businesses on Bay Street which might be affected by the street  
33 improvement project. Owings said dates will be looked at after the engineer is on board, and that  
34 other scheduling considerations include the weather, tourist season, and special events; the project  
35 will be completed with as little impact to businesses as possible. Lewis wanted to ensure the  
36 businesses were made aware of the project before it begins.

37  
38 Goddard was also concerned about the welfare of businesses during the Bay Street improvement  
39 project, and said it would be a good idea to have a meeting with all the businesses that will be  
40 affected by any aspect of the project. Owings said no business would have to close because of the  
41 project, but customers might have to park a block away; pedestrian access will not be affected.  
42 She also thanked Planning Commissioners for their work on the tsunami warning system, and  
43 thanked everyone for coming.

44  
45 Cameron agreed with Zimmerman's comment about City Crew trying to figure out ways to save  
46 money. He also commented that it was too bad the South of Bridge project wasn't approved for  
47 funding.

48  
49 Hoitink suggested including information about the Bay Street project in the newsletter.

50  
51 Mayor Connors said 1) The mayors of Lincoln County all try to meet every other month, and she  
52 has attended her first meeting. The next meeting will be in Depoe Bay. At the meeting, the Mayor  
53 of Newport asked if paid Seaport Airlines vouchers could be included in the newsletter. A Councilor  
54 said if some of the newsletters are mailed out via U.S. mail that the City would need to look at

1 offsetting costs, and paid inserts might help. 2) A draft of *Destination Depoe Bay* was received and  
2 reviewed by the Chamber of Commerce; a draft ad will be prepared and submitted to the City. 3)  
3 Tomorrow she will be attending Mayors Day at the Capitol unless the weather is too bad. 4) She  
4 asked if the water/wastewater plant tour went up Summit Street, because the road now has tire  
5 tracks on it. 5) She thanked everyone for coming.

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7 XIII. ADJOURN

8 There being no further business, the meeting was adjourned at 8:40 PM.

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Carol Connors, Mayor

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Emma LuMaye, Recording Secretary