

1 Depoe Bay City Council
2 Regular Meeting
3 Monday, November 6, 2012 - 7:00 PM
4 Depoe Bay City Hall

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

9

10 ABSENT: P. Cameron

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12 STAFF: City Recorder P. Murray, City Superintendent T. Owings, Recording Secretary
13 E. LuMaye

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16 I. PLEDGE OF ALLEGIANCE

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

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19 II. CALL TO ORDER

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

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22 III. APPROVE MINUTES: October 22, 2012 Regular Meeting

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24 Motion 1: Leff moved to approve the minutes from the October 22, 2012 Regular Meeting. Goddard
25 seconded the motion.

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

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29 Vote: Motion 1 passed.

30 Ayes: Hoitink, Leff, Connors, Goddard, T. Lewis

31 Abstain: Zimmerman

32

33 IV. ACCOUNTS PAYABLE

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35 Motion 2: Zimmerman moved to approve Accounts Payable as presented. Lewis seconded the
36 motion.

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

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40 Vote: Motion 2 passed.

41 Ayes: Hoitink, Leff, Connors, Goddard, Lewis, Zimmerman

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43 V. SPECIAL ORDERS

44 A. Interview/Appoint Applicants for City Commissions and Committees

45 Parks Commission applicant Jeremy Rasmussen was present and came forward to tell about
46 himself and why he was interested in participating, and answered questions from Councilors
47 regarding his qualifications and applications.

48

49 Ballots were filled out, signed, and handed in. Murray tallied the votes (copy of ballot attached to
50 original of these minutes) and announced the results. The vote to appoint Mr. Rasmussen to the
51 Parks Commission was unanimous.

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53 Motion 3: Leff moved to accept the canvass of votes and appoint Jeremy Rasmussen to Parks
54 Commission Position #6. Goddard seconded the motion.

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

2

3 Vote: Motion 3 passed.

4 Ayes: Hoitink, Leff, Connors, Goddard, Lewis, Zimmerman

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6 Mayor Connors said since the position expires on December 31, she hoped Mr. Rasmussen would
7 re-apply.

8

9 B. Toby Winn, Executive Director – Neighbors For Kids (NFK)

10 Toby Winn, Executive Director of Neighbors For Kids at 634 SE Hwy 101 briefed the Council on the
11 history of NFK and his involvement with it, as well as current and recent financial statistics,
12 measurable achievements, and partnerships. (Copy of handout attached to original of these
13 minutes.)

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

16 A. Parks Commission Recommendation on Standardized City Signage

17 Bill Spores, Parks Commission Chair, thanked the Council for adopting the Parks Master Plan
18 Update, with a big thanks to City Planner Larry Lewis for working and re-working the Plan, and also
19 thanks to Murray, Owings, Councilor Hoitink, and LuMaye. He said the Parks Commission is not
20 asking for anything financial at this time, but requests approval of a uniform logo (displayed) for all
21 Parks properties, using whatever size is appropriate for the site, and would like authorization to
22 begin work on five of the 24 sites identified in the Master Plan.

23

24 Motion 4: Leff moved to approve the logo as presented by the Parks Commission Chair to be the
25 logo in scenic areas, size dependent upon what's appropriate for that area. Lewis seconded the
26 motion.

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

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30 Vote: Motion 4 passed.

31 Ayes: Hoitink, Leff, Connors, Goddard, Lewis, Zimmerman

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33 Mr. Spores had a few other sign style ideas he briefly showed the Council.

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35 B. Traffic Safety Commission Report

36 Terry Wideman, Traffic Safety Commission (TSC) Chair, 325 SW Cliff, said he was present at the
37 request of Murray. He said ODOT has a new Traffic Safety Coordinator named Nicole Charlson, who
38 supplied the Lincoln County Sheriff's Department with traffic grants, and apparently this generated
39 Council questions. He said the program has been around for a long time, and the Sheriff's
40 Department has to apply for it. Mayor Connors said the TSC minutes looked like the TSC was
41 applying for grants, which is the Council's responsibility. Mr. Wideman also reported 1) The TSC
42 conducted a crosswalk safety program over the Labor Day weekend, and that overall, compliance is
43 better. 2) The TSC got a new 25 MPH sign installed on Collins Street by asking Sergeant Adam
44 Shanks.

45

46 C. Report on Speed Zone Hearing

47 Mayor Connors reported she and Councilor Goddard went to ODOT speed zone investigation results
48 appeal hearing on October 31. She was happy to report the speed will be dropped to 25 MPH
49 between Bechill Street (by Tidal Raves) to 150 feet south of Evans Street (by the fire station). The
50 City had asked for a larger area, and that can be re-examined at a later date if conditions change;
51 e.g. getting a sidewalk south of the bridge. There was question as to how to inform citizens of the
52 impending change; suggestions made were to put a notice in a newsletter, doing a press release,
53 and putting notices up at the post office. No action was taken. Councilor Leff voiced a huge thank
54 you to Mayor Connors and Councilor Goddard for their efforts to get this done. (Copy of ODOT
55 letter dated 11/1/12 attached to original of these minutes.)

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VII. PUBLIC COMMENTS

There were no public comments.

VIII. UNFINISHED BUSINESS

A. Noise Control

Councilor Goddard asked that this item be postponed to give Councilors time to absorb the information provided and talk to people around town to get more input. This item will appear on the next agenda.

B. Lincoln County Emergency Preparedness Grant

Murray said this grant opportunity was first presented to the Council a couple of meetings ago. The maximum grant award is \$2,500 per entity, and at the end of the 2011-12 fiscal year, the City benefitted from this grant in the amount of \$1,500 which was used to purchase equipment for the emergency trailer and emergency foodstuffs. She reviewed the list of possible items to purchase provided previously by Councilor Hoitink. Owings reported he'd spoken with the Stonebridge developer who was not opposed to the idea of a helipad in the subdivision, but didn't want the "signature" until something happens. Councilor Hoitink also noted that lighting would be needed for the helipad to be visible at night. Councilor Leff offered to discuss this with the fire chief. Murray said the grant application submission dates are December 1, 2012 through February 28, 2013. Owings was asked to find out the cost of this project, and bring back to the Council.

C. 2012-13 State Marine Board (SMB) Allocation Certification Agreement – Maintenance Assistance Program (MAP)

Murray reviewed a short fact sheet she'd prepared (copy attached to original of these minutes), providing launch ramp fee and SMB MAP revenues for the past five years. She said to leave the launch fee at its existing rate of \$2 would cause no reduction in SMB MAP revenues, but anything over that would reduce funding. Discussion included how the Port of Alsea handles launch fee collection and a Councilor's expressed desire to support the fish cleaning station. Murray asked the Council to approve entering into the agreement (copy attached to original of these minutes).

Motion 5: Leff moved to authorize the Mayor to sign the 2012-13 MAP agreement. Goddard seconded the motion.

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

Vote: Motion 5 passed.

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

IX. NEW BUSINESS

A. Schedule Joint City Council/Planning Commission Meeting – Transportation System Plan (TSP) Update Project

Murray reported work has begun on the TSP update. The consultants and ODOT want an informational joint meeting of about one hour between the Council and the Planning Commission in January. The meeting was scheduled for January 15 at 5:30 PM. Murray will inform participants. Mayor Connors said she, Owings, and Murray also met with consultants regarding updating the Emergency Operations Plan, which is estimated to take about eight more months.

X. CORRESPONDENCE

There were two items of correspondence (copies attached to original of these minutes): 1) A note from Ron and Donna Nairn with a donation check in the amount of \$100 to be used to assist a harbor project, in memory of Jim Tate. A Councilor asked Harbor Commission Chair Lars Robison, present in the audience, what project it might go to. Another Councilor said she had already spoken with some people, and that the money could be used toward a permanent memorial bench. Mr. Robison said the Harbor Commission would approve of that, just to make sure the bench has a

1 crow feeding station on it! The bench location was chosen to be in the middle of Winchell Street on
2 the hill by Dockside Charters, placed carefully so it doesn't look into anyone's windows. 2) An email
3 from Virginia Demaris, Lincoln County Emergency Services, regarding the Tsunami Ready
4 Community Project. The City had decided to wait to participate until the Emergency Operations
5 Plan was finalized; Ms. Demaris is checking in to see if the City still wants to proceed in 2013. A
6 Councilor said to let Ms. Demaris know that we're still interested and looking at the 2013 time
7 frame.

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9 XI. CITY STAFF REPORT

10 Owings reported 1) He contacted the Port of Whittier, Alaska as directed, regarding how they
11 handle their fish carcasses. In response to his inquiry, he received an email from Sue Miller, who
12 said their two fish cleaning stations were 75% funded from the Federal Aid in Sport fish Restoration
13 Act, and 25% from State matching funds. The stations are for use of recreational fishers and to
14 keep sport caught fish waste disposal practices in compliance with EPA regulations. 2) There were
15 56 issues identified in the smoke testing – holes, breaks, missing caps, and a few illegal hookups.
16 He has been spending a lot of time researching property owners in advance of making written
17 contact with them. Corrections must be made by the first of the year. 3) Wastewater Operator
18 Gary Walls passed his Level 3 Operator test. This is not an easy certificate to obtain, and his job
19 description will be changing as a result of achieving this certification. When salaries are looked at,
20 his job description will need to be updated. Owings also will be contacting DEQ by December 31 to
21 update the Chain of Authority letter, because Walls will now be signing off on items that currently
22 Owings is signing off on. 4) He attended a meeting with Joe Squier of ODOT regarding weight loads
23 on the Yaquina Bay Bridge. There will be new limitations on log and cement trucks during certain
24 hours, which will change the traffic flow; cars will be kept off the bridge when the heavy loads go
25 across. They also discussed Hwy 101 drainage issues (which are being worked on) and the
26 bulbouts. Mayor Connors said the drainage is easier to fix, but the bulbouts are an engineering
27 problem that will take more time. 5) He thanked Murray for design work on interpretive signs for
28 the City Park Nature Trail. The design work is almost done, but the signs still have to be made and
29 installed. Picnic tables and benches are still being worked on and need to be installed. This project
30 must be complete by December 31. 6) The five park areas the Parks Commission would like to
31 start working on are Graham, Sunset, Vista, and Lee Streets, and Whale Park. He assured the
32 Council the work crew will do exactly what the Parks Master Plan states. He is anxious to get the
33 work crew do a site visit at each location.

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35 Motion 6: Hoitink moved to authorize the Parks Commission request to begin work on park areas
36 on Graham, Sunset, Vista, and Lee Streets, and Whale Park. Goddard seconded the motion.

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

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40 Vote: Motion 6 passed.

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42 Ayes: Hoitink, Leff, Connors, Goddard, Lewis, Zimmerman

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44 Owings continued his report:

45 7) GB Manchester is scheduling with PUD on when to energize the system. 8) Signed contracts for
46 the Dock 1 project arrived yesterday and have been signed by the Mayor. There will be a pre-
47 construction meeting next week.

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49 Murray reported 1) She didn't do the interpretive signs for the City Park Nature Trail alone; Parks
50 Commissioner Ken White, and Kate Scopelleti did a lot of work on the signs, and Staff researched
51 online to find appropriate images. The signs are going to be very nice. 2) Working with the City
52 Attorney, the Harbor Ordinance (Ord. #292) is nearly ready to present to the Council. Questions
53 regarding liability of diving in the harbor remain, and enforcement sections are being reworked.
54 Before the adoption process begins, Murray suggested the Council review the near-final document,
55 and asked if that should be scheduled for the next agenda. A Councilor questioned if the draft
56 ordinance would be available soon enough to allow Councilors sufficient time to review; Murray

1 replied that the 22-page ordinance should be in Council boxes tomorrow. Staff was directed to
2 email Councilors when it is ready so they can come pick it up; Councilor Hoitink, who has no email,
3 asked to be sent a smoke signal. 3) The Council considered a request at the last meeting to allow a
4 private party to place a construction trailer in a right-of-way. Notices were mailed to neighbors
5 within 250 feet; they have until November 14 to provide comments. This item will appear on the
6 next agenda. 4) Murray is in the process of developing a written policy for public records requests,
7 which she would like to present to the Council for approval at the first meeting in December.
8 Councilor Leff offered to share the Fire District's policy. 5) The first meeting in January is on
9 January 1, which is a holiday. The meeting will need to be rescheduled. 6) It was the consensus of
10 the Council that there will be no meeting on November 20. Murray asked about approving the
11 Accounts Payable in that cycle.

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13 Motion 7: Leff moved to authorize Zimmerman to review and approve the Accounts Payable that
14 would normally be approved at the November 20 meeting. Lewis seconded the motion.

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

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18 Vote: Motion 7 passed.

19 Ayes: Hoitink, Leff, Connors, Goddard, Lewis, Zimmerman

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21 XII. COUNCIL COMMENTS

22 Leff said for everyone to have a wonderful Thanksgiving, and thanked everyone who came to the
23 meeting. She again expressed thanks to Mayor Connors and Councilor Goddard for all their work on
24 getting the speed limit changed on Hwy 101.

25

26 Lewis gave kudos for the person who installed the parking bumpers in front of City Hall (Pogo
27 Robison); they look sharp.

28

29 Goddard said the front of City Hall looks like downtown.

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31 Mayor Connors thanked everyone for being here and said to have a nice Thanksgiving.

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33 XIII. ADJOURN

34 There being no further business, the meeting was adjourned at 8:16.

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Carol Connors, Mayor

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Emma LuMaye, Recording Secretary

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