

1 Depoe Bay City Council
2 Regular Meeting
3 Tuesday, June 17, 2014 - 7:00 PM
4 Depoe Bay City Hall

5
6 PRESENT: Mayor A.J. Mattila, D. Goddard, B. Leff, S. Hoitink, S. Olsen, R. Gambino, B. Berry

7
8 STAFF: City Recorder P. Murray, City Superintendent B. Weidner, Recording Secretary,
9 E. LuMaye

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11

12 I. PLEDGE OF ALLEGIANCE

13 Mayor Mattila called for all to stand for the Pledge of Allegiance.

14

15 II. CALL TO ORDER

16 Mayor Mattila called the meeting to order and established a quorum at 7:07 PM.

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18 III. APPROVE MINUTES: June 3, 2014 Regular Meeting

19 Motion 1: Leff moved to approve the minutes from the June 3, 2014 Executive Session and June 3, 2014
20 Regular Meeting as submitted. Goddard seconded the motion.

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22 Mayor Mattila said it was moved and seconded, and called for discussion.

23

24 Amendment: Gambino amended the motion to correct Page 3, Line 36: "in general these things tend to
25 have an affiliation with ~~antique guns~~ **anti-gun sentiments**..." Leff and Goddard accepted the
26 amendment.

27

28 Vote: Motion 1 passed.

29 Ayes: Goddard, Leff, Hoitink, Olsen, Mattila, Gambino, Berry

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31 IV. ACCOUNTS PAYABLE

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33 Motion 2: Hoitink moved to approve the Accounts Payable as submitted, with an additional last-minute
34 addition. Murray said the addition was an invoice for \$1,015.25 from Hammer & Nail Construction for
35 construction of cabinets in the emergency trailer storage bench, and asked the Council to please add it to
36 the Accounts Payable. Leff accepted the addition of the Hammer & Nail Construction invoice. Goddard
37 seconded the motion.

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

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41 Vote: Motion 2 passed.

42 Ayes: Goddard, Leff, Hoitink, Olsen, Mattila, Gambino, Berry

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44 V. SPECIAL ORDERS

45 There were no special orders.

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

48 Leff and Goddard reported a final video proof was received from Howard Shippey; the video was played
49 for the Council. Leff said the master copy will stay with the City. She suggested working with the

1 Chamber of Commerce to decide how much to charge and how many copies to have made. She and
2 Goddard will meet and make a recommendation to the Council. There was brief discussion. Gambino
3 noted a brief “jump” at one spot where a boat was entering the channel; Leff and Goddard will review
4 the video closely for any glitches before the master copy is accepted from Mr. Shippey.

6 VII. PUBLIC COMMENTS

7 Jerome Grant 1028 SW Morning Walk, spoke positively about the promotional video. He also thanked
8 Leff for her diligence in getting people to participate in meetings and have transparency. As Harbor
9 Commission (HC) Chair, he addressed the Council regarding the annual State Marine Board grant and
10 the potential effect the HC’s recommendation to raise the launch fees could have on the amount of the
11 grant. He said participation in payment of launch fees might be increased by providing payment
12 envelopes with tear-offs for people to put in their windshields, which would give the appearance of
13 tracking. He asked the Council to consider the HC is striving to remain relevant, and begged the Council
14 to consider passing their recommendation as is. Leff asked him what his comment about remaining
15 relevant meant, and was worried and astonished that the HC Chair is concerned about the HC’s
16 relevance, when the HC is the most relevant Commission the City has. Mr. Grant also addressed the
17 Council regarding the fish plant engineering report, and encouraged the Council to cast the widest net
18 possible when putting together an RFP for lease of the building. Mayor Mattila said extensive
19 advertising would be done. Regarding Mr. Grant’s concern over relevancy, he said the HC has a solid
20 place in governmental procedures and that all recommendations are taken to heart.

21
22 Bill Spores, Parks Commission Chair, said the new playground boat has been safely and soundly
23 installed and has been accepted enthusiastically by kids, and thanked several people for their work on
24 this project. The new stone sign has been installed at City Park; he thanked those involved with that
25 project as well. There was discussion about the Old Stoners logo appearing on the stone sign right above
26 the City’s logo, and it was in general agreement that the Old Stoners logo should be moved to a more
27 discreet location on the rock. Mr. Spores said the Parks Commission is meeting tomorrow and they will
28 discuss this.

30 VIII. UNFINISHED BUSINESS

31 A. Fish Plant Engineering Report

32 • Improvement Costs

33 Weidner reported he has received one price quote for replacing roughly 50 feet of four-inch sewer line
34 under the building, and he provided detailed information about the quote received from Radar Plumbing.
35 He is still waiting for other quotes. He was directed to call the companies which were contacted for
36 quotes and ask them to get their quotes in now if they are interested. He said the received quote came in
37 considerably under the engineer’s estimate. There was discussion about different aspects of the project.
38 He asked the Council for authorization to accept the best offer when all quotes are in. A Councilor asked
39 if a motion was needed for that; Mayor Mattila said he didn’t believe so. He also said he would donate a
40 nationally-approved brand-new fiberglass hot water heater to plant refurbishment. Goddard directed
41 Weidner to return to the Council if he finds something that’s way out of line. Weidner said he will keep
42 specs on everything. He said the work can be done by August.

44 • Draft Request for Proposals (RFP) for Lease Proposals

45 There was discussion about when to advertise the RFP, how long to run the ad, and where to run it.
46 Murray said the ad is required to run a minimum of two weeks. She will bring back estimated
47 advertising costs to the next meeting. August 15 was suggested as a closing date.

49 B. Street Light Request – Hour Lane

1 Weidner said PUD would have to get power to the street light location, but PUD isn't sure how much it
2 would cost because they don't know how far the power would have to be run. Murray said it will cost
3 \$25-\$40 per linear foot, and in prior years trenching wasn't a cost to the City. It will cost the City \$16.88
4 per month for a new light. Because the requested location is closer to the nearest street light than usual, a
5 Councilor was concerned about setting a precedent. Mayor Mattila tasked Weidner with making a site
6 visit to see if a light is actually needed. Olsen said he would make a site visit after dark. Weidner will
7 get further information from the PUD engineer on what the distance is and where the pole would be
8 placed, and report at the next meeting. (Copy of Murray's memo dated 6/16/14 attached to original of
9 these minutes.)

10

11 IX. NEW BUSINESS

12 A. Engineering Services Harbor Master Plan – Identify Items for Request for Proposals (RFP)
13 This item was tabled until the City Planner provides updated information to the Urban Renewal Agency.
14 Weidner distributed photos to the Council of rust seen at low tide and the muddy bottom of the harbor
15 near the fueling station, also seen at low tide (copies attached to original of these minutes).

16

17 Motion 3: Leff moved that a Harbor Master Plan Advisory Committee be formed which includes seven
18 members as recommended by Staff. Gambino seconded the motion.

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

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22 Vote: Motion 3 passed.

23 Ayes: Goddard, Leff, Hoitink, Olsen, Mattila, Gambino, Berry

24

25 Murray asked if there were any volunteers for the Advisory Committee from the Council. Hoitink
26 volunteered and Berry offered to be an alternate. Mayor Mattila said he definitely wanted to be on the
27 Committee. Dick Johnson volunteered to be the Urban Renewal Agency representative, and Jerome
28 Grant volunteered to be the Harbor Commission representative. Goddard said the City Council
29 representative(s) could be appointed tonight, but the rest of the agencies need to be notified before
30 anyone is appointed. Leff said the normal advertising process should be followed. There was discussion
31 about Committee membership: one each from the City Council, Harbor Commission, Urban Renewal
32 Agency, and City Staff; and three other positions, which could be for example, two people from the
33 Harbor Commission, or two people from the community, etc. Mayor Mattila said to advertise as usual.

34

35 1.A. Item from Executive Session

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37 Motion 4: Leff moved to authorize Staff to send the draft settlement agreement, as amended, to the
38 Tauntons. Goddard seconded the motion.

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

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42 Vote: Motion 4 passed.

43 Ayes: Goddard, Leff, Hoitink, Olsen, Mattila, Gambino, Berry

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45 B. Cascade West Area Commission on Transportation (CWACTION) Technical Advisory Committee 46 Member

47 Motion 5: Hoitink moved to elect Mark Volmert, Transportation Planner, to the Oregon Cascades West
48 Council of Governments Cascades West Area Commission on Transportation. Berry seconded the
49 motion.

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2 Mayor Mattila said it was moved and seconded, and called for discussion. Murray asked Hoitink if he
3 was referring to the memo dated 6/3/14 (copy attached to original of these minutes), and he was. She
4 said Gambino is the designated CWACT member, and Mr. Volmert was asking if the City would also
5 assign a technical advisor. She said the City Superintendent previously filled this position. There was
6 brief discussion about assigning this to Weidner; Staff was tasked with contacting Traffic Safety
7 Commissioner Terry Wideman to see if he's interested. Hoitink withdrew his motion; Berry withdrew
8 his second.

9
10 C. Construction Bid Award – Bay Street & SE Williams Avenue Asphalt Overlay Project
11 Weidner said two proposals were received, and recommended the Council accept the low bid of \$25,468
12 from Road and Driveway.

13
14 Motion 5: Goddard so moved. Leff seconded.

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16 Mayor Mattila said it was moved and seconded, and called for discussion. Murray asked Goddard to
17 amend her motion to add authorization for the Mayor to sign the contract once we've received it.

18
19 Amendment: Goddard and Leff agreed to Murray's amendment.

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

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23 Vote: Motion 5 passed.
24 Ayes: Goddard, Leff, Hoitink, Olsen, Mattila, Gambino, Berry

25
26 D. 2014-15 State Marine Board Maintenance Assistance Program
27 Motion 6: Goddard moved to approve the 2014-15 State Marine Board Maintenance Assistance Program
28 contract, and direct the Mayor to sign. Berry seconded the motion.

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30 Mayor Mattila said it was moved and seconded, and called for discussion. Olsen liked Mr. Grant's idea
31 of a \$10 launch ramp fee and was in favor of changing the program; he also wanted to validate the HC.
32 Discussion followed. Weidner said this should go in the budget, and suggested finding out what other
33 ports are doing and then transition, if that's the way the Council wants to go. Leff suggested asking the
34 HC to develop a plan in the budget for making the change in an organized way instead of just cutting it
35 off. She said there isn't a sense of what the changes would cost, that it would be good to have a time
36 schedule, and that it should be thought through so it's done right. Mr. Grant said he would find out what
37 they do in Newport. Murray said this is a maintenance agreement and the money can't be used for
38 capital outlay. Goddard noted there are only 30 trailer spots in the harbor parking lot. (Copy of Murray's
39 memo dated 6/13/14 attached to original of these minutes.)

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41 Vote: Motion 6 passed.
42 Ayes: Goddard, Leff, Hoitink, Olsen, Mattila, Gambino, Berry

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44 E. 2015 League of Oregon Cities (LOC) Legislative Priorities
45 Murray asked the Council what top four priorities they wanted to forward to the LOC, noting the
46 response deadline is July 25. After brief discussion, the Council decided to drop off their suggestions to
47 Staff at City Hall, who will tabulate them and report at the next meeting. (Copy of LOC letter dated
48 6/2/14 attached to original of these minutes.)

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1 X. CORRESPONDENCE

2 There was no correspondence.

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4 XI. CITY STAFF REPORT

5 Weidner reported: 1) The Fire Department's ConEx box has been placed behind City Hall, filled with
6 food, and locked with a heavy-duty padlock. The container has been primed and will be painted this
7 weekend. 2) The pressure-assisted toilets at the downtown restrooms have been recalled. This explains
8 why there has been so much trouble with them. He is getting prices for replacement of all of the toilets.
9 3) The annual water quality report is done and ready to mail. 4) A temp worker has been hired for
10 weedeating, and started on Monday. He thanked the Council for approving the hire. 5) The Bay Street
11 and Williams Avenue overlay will be done on Thursday. There will be a detour set up while the work is
12 being done.

13

14 Murray was not asked for a report.

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16 XII. COUNCIL COMMENTS

17 There were no Council comments.

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19 XIII. ADJOURN

20 There being no further business, the meeting was adjourned at 8:54 PM.

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A.J. Mattila, Mayor

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32 Emma LuMaye, Recording Secretary