

1 Depoe Bay City Council
2 Regular Meeting
3 Tuesday, August 19, 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

10

11 I. PLEDGE OF ALLEGIANCE

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

13

14 II. CALL TO ORDER

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

16

17 III. APPROVE MINUTES: August 5, 2014 Regular Meeting

18 Motion 1: Gambino moved to approve the minutes of the regular August 5 meeting. Leff seconded the
19 motion.

20

21 Mayor Mattila said it was moved and seconded, and called for the question.

22

23 Vote: Motion 1 passed.

24 Ayes: Goddard, Leff, Hoitink, Mattila, Gambino, Berry

25 Abstain: Olsen

26

27 IV. ACCOUNTS PAYABLE

28

29 Motion 2: Hoitink moved to pay Accounts Payable as presented by Staff, with one addition of \$693.09
30 Oregon Mayors Association. Murray said the additional check was to reimburse Mayor Mattila for
31 conference mileage and lodging. Leff seconded the motion.

32

33 Mayor Mattila said it was made and seconded, called for the question.

34

35 Vote: Motion 2 passed.

36 Ayes: Goddard, Leff, Hoitink, Olsen, Gambino, Berry

37 Abstain: Mattila

38

39 V. SPECIAL ORDERS

40 A. DAR Proclamation – Constitution Week September 17-23

41 Murray said the proclamation was submitted by Kristen Lowe-Bartel, who is the Yaquina Chapter
42 regent for Daughters of the American Revolution, and read the proclamation (copy attached to original
43 of these minutes) into the record, noting a few minor grammatical changes.

44

45 Motion 3: Gambino moved to accept the request for proclamation from Daughters of the American
46 Revolution to proclaim the week of September 17-23 as Constitution Week, and to authorize the
47 signature of the Mayor. Berry seconded the motion.

48

1 Mayor Mattila said it was made and seconded. He said the constitution is the most valuable thing we
2 have in our country as far as how the founding fathers put our nation together, and called for the
3 question.

4
5 Vote: Motion 3 passed.

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

7
8 VI. REPORTS OF OFFICERS, BOARDS, OR STANDING COMMITTEES

9 Bill Spores, Parks Commission Chair, reported the City Park dedication went very well. He thanked all
10 the people who helped with the projects and the dedication.

11
12 VII. PUBLIC COMMENTS

13 There were no public comments.

14
15 VIII. UNFINISHED BUSINESS

16 A. Seasonal Harbor Worker Position

17 Weidner said after reviewing the budget, giving the seasonal harbor worker another dollar per hour was
18 still feasible, although it would cut his time by a week and a half. He would like to keep the seasonal
19 worker through September and part of October. There was no objection from the Council to Weidner's
20 request to increase the seasonal worker's hourly rate. Weidner also reported that ODOT is doing some
21 bridge work, and there was brief discussion about striping the parallel parking spaces along Hwy 101.
22 (Copy of Murray's memo dated 8/18/14 attached to original of these minutes.)

23
24 B. Bid Award – Fish Plant Jib Crane (Re-advertise)

25 Weidner reported that no bids were received when the RFP was re-advertised. There was discussion on
26 how to proceed.

27
28 Motion 4: Olsen moved to instruct Staff (Brady) to go ahead and get to work with U.S. Crane, and the
29 budget is not to exceed \$20,000. Gambino seconded the motion.

30
31 Mayor Mattila said it was made and seconded and called for additional discussion. Goddard said it was
32 so close to leasing the fish plant that she thought this should wait to see what the company that leases the
33 property's needs are. Olsen withdrew his motion. It was the consensus of the Council to revisit this item
34 during Weidner's Staff Report.

35
36 C. Harbor Master Plan Advisory Committee

37 Murray asked the Council to review the membership that's collected since the advisory committee was
38 created. She said Jerome Grant submitted a letter of resignation from the Near Shore Action Team
39 (NSAT) on August 8, and that NSAT has not yet accepted it. The advisory committee members are:
40 Mayor Mattila, Councilor Hoitink, Councilor Berry (alternate), Dick Johnson, Urban Renewal Agency
41 Chair; Jerome Grant, Harbor Commission Chair, Verla "Maggie" Thomas; and City Staff assignments
42 were City Superintendent Brady Weidner and City Planner Larry Lewis. Murray noted the only official
43 appointment is Ms. Thomas. (Copy of Murray's memo dated 8/15/14 and Mr. Grant's letter of
44 resignation attached to original of these minutes.)

45
46 Motion 5: Olsen moved that we accept these people's applications to be on the Harbor Commission
47 (Harbor Master Plan Advisory Committee) and let them take their seats, and let the commission start the
48 soonest. Leff expressed a concern that the only working fisherman on the committee is the Mayor, and
49 that none of the charter captains are represented. There was discussion about the timing of advertising

1 for this committee falling during the busiest season of the year for the charter boats, and when to re-
2 advertise. It was the consensus of the council that an advertisement will run be posted before the end of
3 through the end of September, with a closing date just before the second Council meeting in October.
4

5 D. Gleneden Sanitary District – Request to Review Agreement

6 Mayor Mattila invited audience member Brad Baines from the Gleneden Sanitary District Board to
7 come up to the podium. Mr. Baines said he was here to watch the Council and all he knew is what’s on
8 the internet. There was a heated exchange between Mr. Baines and the Council and Staff. Murray
9 referred to a letter from attorney Dennis Bartoldus representing the Gleneden Sanitary District,
10 requesting that a negotiating team be set up to review the agreement. She asked the Council if they
11 wanted to wait to respond to the letter. There was brief discussion. It was the consensus of the Council
12 to wait until the Wastewater Advisory Committee meeting next week.
13

14 IX. NEW BUSINESS

15 A. Fish Plant Lease Proposals

16 Murray reviewed her memo dated 8/18/14 (copy attached to original of these minutes.) She said there
17 was one proposal received, from Living Pacific Seafood LLC (copy attached to original of these
18 minutes), which the City can either reject or accept. If the Council chooses to accept, a motion would be
19 needed to enter into negotiation to come up with a lease agreement.
20

21 Motion 5: Leff so moved. A representative from Living Pacific Seafood came forward and discussed the
22 proposal with the Council. He encouraged the City to move forward with acquiring a new jib crane.
23 Murray said there is a motion on the table. Olsen seconded the motion. There was brief discussion on the
24 proposer’s plans for the second floor as relates to the weight limit parameters set by the engineer. Mr.
25 Molfino said he would contact Weidner to discuss the jib crane. Leff called for the question.
26

27 Vote: Motion 5 passed.

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

30 Murray asked the Council how they wanted to proceed with lease negotiations. It was the consensus of
31 the Council to negotiate in an Executive Session on September 2.
32

33 B. Council Meeting Video Policy

34 Murray referred to LuMaye’s memo dated 8/14/14 (copy attached to original of these minutes), and said
35 Staff is looking for Council direction on what to do with meeting video. There was brief discussion.
36 Staff recommendation was to upgrade cloud storage to 100 GB and create website access to the six most
37 recent Council meeting videos and no more than six months of audio; begin archiving Council meeting
38 video on the terabyte storage drive; and post only one video at a time on the City’s website for the first
39 three-to-six months. Mayor Mattila suggested relying on Staff’s expertise in this matter.
40

41 Motion 6: Leff moved to accept Staff’s recommendation and authorize them to move forward as
42 recommended. Hoitink seconded the motion.
43

44 Mayor Mattila said it was made and seconded, and called for further discussion. Berry noted he was still
45 interested in public access; it was noted that subject will be discussed at a later date.
46

47 Vote: Motion 6 passed.

48 Ayes: Goddard, Leff, Hoitink, Olsen, Mattila, Gambino, Berry
49

1 C. Civil Air Patrol – Magazine Advertisement

2 Murray said the City was approached to advertise in the Civil Air Patrol’s magazine. There was brief
3 discussion. No action was taken. (Copy of Civil Air Patrol’s email dated 7/7/14 attached to original of
4 these minutes.)

5
6 D. Proposed Real Property Lease Agreement – U.S. Government, Department of Homeland
7 Security, U.S. Coast Guard

8 Murray said 20 years ago the Coast Guard entered into a lease agreement with Lincoln County. The
9 lease was specific to a little building that houses a generator on the south side of the channel entrance,
10 and a foghorn light/signal to the west of the little building. Five years later the County transferred the
11 lease to the City, but nobody knew this. Some research and investigation was done, and a proposed lease
12 agreement (copy attached to original of these minutes) was developed. She asked for authorization to
13 enter into the lease agreement, which was reviewed by the City Attorney who had minor revisions which
14 were accepted by the Coast Guard.

15
16 Motion 7: Leff moved to approve the lease for \$0 and authorize the Mayor to sign it. Olsen seconded the
17 motion.

18
19 Mayor Mattila called for the question. Goddard asked for discussion, and referred to Item 3 on the
20 General Clauses page, saying all the equipment has to be maintained and operational. She said the
21 foghorn hasn’t been operational for about five years, and because it’s an Aid To Navigation (ATON) it
22 needs to be operational. Olsen said one of the things the Coast Guard Auxiliary does is to identify
23 ATONs that aren’t working, and this has been on the list for the past two and a half years. Mayor Mattila
24 told Goddard he was glad she picked up on that, especially since ours is a harbor of refuge.

25
26 Amendment: Leff amended her motion to include authorizing the Mayor to sign the lease agreement and
27 send a letter on behalf of the Council requesting the foghorn be reactivated and put back into service as
28 an ATON. Olsen seconded the motion and requested a copy of the letter that he could give to the Senior
29 Chief.

30
31 Mayor Mattila called for the question.

32
33 Vote: Motion 7, as amended, passed.

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

35
36 From the audience, Bill Spores asked the Council to consider talking to the Coast Guard about possibly
37 eliminating a line that goes across the channel to a light on the north shore. He said that’s one of the
38 most scenic spots in the state on the west coast, and the wire detracts from it. Mayor Mattila asked
39 Murray to include that in the cover letter.

40
41 E. Requests to Authorize Expenses

- 42 ● Oregon Coast Economic Summit, Florence, August 20-21
43 ● League of Oregon Cities (LOC) Annual Conference, Eugene, September 25-27
44 ● Planning Commission Training, Eugene, September 25 – Oregon City Planning Directors
45 Association (OCPDA)

46 Murray broke out the estimated cost of attendance at the following events (copy of memo dated 8/18/14
47 attached to original of these minutes), including City Hall Week lunch meeting in Yachats on September
48 9. There was brief discussion.

49 Oregon Coast Economic Summit - \$378.40 (Mayor)

1 City Hall Week - \$45 (Mayor)
2 LOC Annual Conference - \$1,140.00 (Mayor)
3 Planning Commissioner Training - \$630.00 (three Planning Commissioners)
4

5 Motion 8: Leff moved to authorize all of these expenses as outlined in Murray's memo of August 18,
6 with nothing to exceed the amounts outlined here. Goddard seconded the motion.
7

8 Mayor Mattila called for discussion, and then called for the question.
9

10 Vote: Motion 8 passed.

11 Ayes: Goddard, Leff, Hoitink, Olsen, Mattila, Gambino, Berry
12

13 F. Equipment Purchase – Backup SCADA Remote Control & Monitoring System/Laptop
14 Weidner said this purchase is in the budget. It's for the Water Treatment Plant and the Wastewater
15 Treatment Plant. SCADA is a system that allows remote adjustments so plant operators can monitor and
16 adjust the system from home, which saves the City money. He intends to use this laptop in his office,
17 and to have it available as a backup in case something happens to the original laptop. He said \$5,000 of
18 the \$6,174 price tag is for the SCADA firewall, which is expected next year to become a mandated piece
19 of equipment by the EPA and the State. There was brief discussion.
20

21 Motion 9: Olsen moved to authorize Staff to spend up to \$6,200 for the SCADA system and hardware
22 firewall. Gambino seconded the motion.
23

24 Mayor Mattila said it was made and seconded, and called for discussion. There was none.
25

26 Vote: Motion 9 passed.

27 Ayes: Goddard, Leff, Hoitink, Olsen, Mattila, Gambino, Berry
28

29 X. CORRESPONDENCE

30 There was no correspondence.
31

32 XI. CITY STAFF REPORT

33 Weidner reported 1) Three DVR security cameras have been purchased for the water plant. The seasonal
34 harbor worker has experience installing security systems and will assist with the installation. 2) City
35 Park improvements are finished. 3) The fish plant is cleaned up, and he offered to take Councilors
36 through a tour of the plant. 4) Hwy 101 stripes, curbs, and crosswalks are being painted by the City.
37 5) Crew is reading meters this week. 6) Tuna season is hot and heavy. North Lincoln Sanitary Service is
38 working closely with the City to keep the carcasses emptied as necessary and harbor crew is staying on
39 top of the odor. 7) A new culvert is being installed at the dam behind the water plant. When that's done,
40 the lean-to will be torn down. Those two projects will be done the first week of September.
41

42 Murray asked if there were any questions on her written report (copy attached to original of these
43 minutes). She drew attention to the last item on her report: Kathy Wyatt from the NewsTimes wants to
44 know if the City is interested in placing an ad on the Salmon Bake page. It was the consensus of the
45 Council to decline. Murray said the jib crane motion withdrawn earlier still needed to be acted on.
46

47 Motion 10: Leff so moved. Hoitink seconded the motion. Murray said the motion was instructing Staff
48 (Weidner) to move ahead with U.S. Crane to get the work done at the fish plant, not to exceed \$20,000,
49 and an added caveat that Weidner will speak with Mr. Molfino.

1
2 Mayor Mattila called for the question.

3
4 Vote: Motion 10 passed.

5 Ayes: Goddard, Leff, Hoitink, Olsen, Mattila, Gambino, Berry
6

7 XII. COUNCIL COMMENTS

8 Hoitink asked about the status of the property with the encroaching fence on Alsea & Sunset. Weidner
9 said he's spoken with the owner who is currently in Texas and was out of town when the contractor
10 installed the fence. When the owner gets back in town the first week of September, he's going to come
11 in and talk with Weidner and the City Planner.

12
13 Goddard asked what happened to the promotional video. Murray said it's on the City's website, and the
14 committee was supposed to bring back a recommendation on how many DVDs to have made and how
15 much to charge. Goddard said she'd like to see it released to the Chamber. Olsen asked if it was posted
16 on YouTube; Berry said he didn't think so but it wouldn't hurt to have it on YouTube.

17
18 Motion 11: Berry moved to give a DVD copy to the Chamber so they can use it at will to help advertise
19 the City and make as many copies, put on their website, distribute, and whatever they deem to be great
20 for the City. Leff seconded the motion. Murray confirmed with LuMaye that the video is on YouTube.
21 Gambino recalled Mr. Shippey said DVDs could be mass produced for about 88¢ each, including shrink
22 wrap. Leff asked if the City wanted to do this, or the Chamber. Goddard said it was unfair to ask the
23 seasonal harbor worker to install security cameras for \$11 per hour; Weidner said he offered to help out,
24 and that he's a licensed contractor who does that in his spare time. Murray restated the motion.

25
26 Vote: Motion 11 passed.

27 Ayes: Goddard, Leff, Hoitink, Olsen, Mattila, Gambino, Berry
28

29 Hoitink gestured towards a wall and asked what was going on there. An unidentified speaker in the
30 audience said it was continued to the next meeting, and that there had been complaints that notices were
31 not noticeable enough. Leff said there is no good argument about that; that whenever anything the least
32 bit controversial comes up, people complain they didn't get adequate notice.

33
34 Gambino drew attention to page 15 of the current issue of the Local Focus, saying CIS (CityCounty
35 Insurance Services) is offering a discount on premiums for entities doing certain training. Murray said
36 this is a fairly new program with CIS, and the City benefitted from it when going through the process of
37 updating the employee handbook. The discount is offered for all kinds of things. It was the consensus of
38 the Council to participate in the program by watching a 15-minute video during a meeting; Berry
39 suggested putting it on the agenda so incoming elected officials can have the opportunity to see it.
40 Murray will follow up. Leff offered to put a note in the envelopes for Candidates' Night at the Spouting
41 Horn with date and time the video will be shown, if the Council wants that done.

42
43 XIII. ADJOURN

44 There being no further business, the meeting was adjourned at 9:07 PM.
45
46

47 _____
A.J. Mattila, Mayor

48 _____
49 Emma LuMaye, Recording Secretary