



CITY COUNCIL MEETING MINUTES ~ APPROVED REGULAR SESSION MARCH 15, 2023 AT 6:00 PM

City Hall ~ 82877 Spruce St. Westlake OR

These proceedings of the Dunes City Council were recorded and are on file at Dunes City Hall.

Upon approval by the City Council, these minutes will be available online at www.DunesCity.com

1. CALL TO ORDER

Mayor Meyer called the Wednesday, March 15, 2023 Regular Session of the Dunes City City Council meeting to order at 6:00 p.m.

2. ROLL CALL

City Administrator/Recorder Jamie Mills called the attendance roll.

Present: Mayor Sheldon Meyer, Councilor Melissa Stinson, Councilor Tom Mallen, Councilor Rory Hammond, and Councilor Rich Olson.

Also Present: City Administrator/Recorder Mills, Planning Secretary Lani Noroña, Planning Commission Chair Rapunzel Oberholtzer, videographer Alan Campbell, and Ms. Wanda Hill.

Absent: N/A

Absent and Excused: Council President Snow and Councilor Robert Orr.

3. PLEDGE OF ALLEGIANCE

All who were present stood for the Pledge of Allegiance.

4. APPROVAL OF THE AGENDA

Councilor Olson made a motion to approve the Agenda.

Councilor Hammond seconded the motion. The motion passed by unanimous vote.

5. APPROVAL OF THE CONSENT AGENDA

Councilor Stinson made a motion to approve the Consent Agenda.

Councilor Mallen seconded the motion. The motion passed by unanimous vote.

6. ANNOUNCEMENTS / CORRESPONDENCE

City Administrator/Recorder Mills announced the following:

- A. The May 17, 2023 City Council meeting will have a Public Hearing related to Dunes City's Land Use Code.

7. CITIZEN INPUT ON ITEMS NOT DISCUSSED IN PUBLIC HEARING

There was none.

8. OLD BUSINESS

A: Newspapers in Education Request for Support

This was not discussed, as Councilor Orr was not present for the meeting.

9. PUBLIC HEARING

There was none.

10. EXECUTIVE SESSION

There was none.

11. NEW BUSINESS

A. Committee Member Appointments:

1. Budget Committee Members Gail Nichols and Richard Snow
2. Planning Commission Member Gail Nichols

Councilor Hammond made a motion to accept the Committee Member Appointments.
Councilor Stinson seconded the motion.
The motion passed unanimously.

B. Resolution Series 2023, Number 1 re:

Authorizing the City Administrator to submit a Grant request to the Oregon Department of Emergency Management, for funding to install Rebecca's Trail.

Councilor Mallen asked City Administrator/Recorder Mills for an estimate of the cost.
City Administrator/Recorder Mills said the previous estimate was \$1.7 million, but there is not a current estimate. She informed Councilors that during the Wetland Delineation procedure, an endangered species was discovered and extra mapping is required.

Councilor Stinson asked what endangered species was discovered.
City Administrator/Recorder Mills answered there is a moss, only found in three (3) places in the world, all three (3) locations are in Oregon and Dunes City is one of the three (3) locations.

Councilor Hammond made a motion that City Council adopt this Resolution.
Councilor Stinson seconded the motion. The motion passed unanimously.

C. Resolution Series 2023, Number 2 re:

Authorizing the City Administrator to submit a Grant request to the Oregon Department of Fish and Wildlife, for technical assistance in design and installation of repairs and/or replacement of the Woahink Outlet Control Structure.

City Administrator/Recorder Mills stated that the Outlet Control Structure is leaking. She said that in the past, the Woahink Lake Association has raised concerns about the design. She reported a conference call with Oregon Department of Fish and Wildlife (ODFW) and was told the project is feasible.

Councilor Hammond made a motion to adopt Resolution Series 2023, No. 2.
Councilor Stinson seconded the motion.

Councilor Mallen asked City Administrator/Recorder Mills for the cost of this project. City Administrator/Recorder Mills said the cost is unknown. She added that she can request the City engineer to provide an estimate and explained that this grant request is for the Oregon Department of Emergency Management to provide technical support and engineering.

Councilor Hammond asked how much the City is required to contribute. City Administrator/Recorder Mills said the City's contribution is 10.27 % of the total. Councilor Hammond pointed out this Resolution authorizes the City Administrator to submit the Grant request and, if Dunes City is awarded the grant, Councilors can then determine if the City can afford the 10.27% contribution and whether or not to proceed.

Councilors and staff discussed grants, grant writing, deadlines, and limited staff to do the work. Councilor Olson mentioned that Mrs. Wells (Jamie Gorder) is a grant writer. Planning Secretary Noroña said she will contact Ms. Gorder to ask if she is available. City Administrator/Recorder Mills said she might forward some grant applications to Ms. Gorder, to ask if she is willing to work on them.

Mayor Meyer called for the vote. The motion passed unanimously.

D. Dunes City Annex to Lane County Natural Hazards Mitigation Plan

City Administrator/Recorder Mills informed Councilors that Lane County requires Dunes City update the City's Natural Hazard Mitigation Plan (HMP) every five years. She referred to the handout in the meeting packets and said the only change is that one of the actions is complete.

Councilors and staff discussed the listed natural hazards, the formulas for rating the different hazards, and when to dedicate time to work on potential changes to the HMP. City Administrator/Recorder Mills noted that a few years ago wildfire events were not as common as earthquakes and tsunamis.

Councilor Olson stated that the HMP authorizes Lane County to assist Dunes City in the event of a natural hazard event, under the specific circumstances listed in the HMP.

City Administrator/Recorder Mills stated the City also needs to consider the City Emergency Operations Plan and decide how to prepare for the most likely hazard event(s).

Councilor Hammond made a motion to approve the existing HMP, with a condition that the Planning Commission or City Council can update it as needed.

Councilor Olson seconded the motion. The motion passed unanimously.

13. REPORTS

A. Mayor's Report:

Mayor Meyer recognized Dick Fosbury, who recently passed, as a true Oregon treasure. He mentioned Mr. Fosbury's unique contribution to athletics, his world record, and his Olympic Gold Medal. He also said he hopes the City's boom truck and operator would soon resume trimming trees and brush.

City Administrator/Recorder Mills reported that Richard Palmer is currently trimming along Dunes City roads.

B. Community Center Report:

City Administrator/Recorder Mills reminded Councilors that currently there is no Community Center Chair.

C. Water Quality Report:

There was no Water Quality Report, as Council President Snow was not present. City Administrator/Recorder Mills reported that Council President Snow is rewriting the water quality assurance plan, which will have a new name.

D. Road Reports:

City Administrator/Recorder Mills noted this is the best time of year to identify drainage issues. She reported that tree and brush trimming on Berry Lane and Manzanita was impeded by debris and vehicles in the right of way. She had notices posted on the vehicles and authorized Richard Palmer to remove firewood and other debris from the City's right of way.

Mayor Meyer requested an updated map for his assigned road report area.

Councilor Stinson stated her report was sent to City Administrator/Recorder Mills, which includes mention of a speed limit sign on Ford Way that is down.

Councilor Hammond asked about the handout for Ordinance No. 267 (Traffic Code).

City Administrator/Recorder Mills said Ordinance No. 267 will be on the April agenda.

14. FOR THE GOOD OF THE ORDER

Mayor Meyer thanked Councilors for their attention to meeting procedures.

City Administrator/Recorder Mills pointed out the "City Recorder Report to City Council". She also informed Councilors that Lane County is updating their Charter, and provided the contact information, for anyone interested in taking a survey or serving on the committee.

Councilor Hammond noted that in the Lane County Charter there is mention of a Justice of the Peace. He suggested Dunes City might request Lane County to appoint a Justice of the Peace for Dunes City.

City Administrator/Recorder Mills pointed out that some of the services provided by Lane County might be eliminated.

Councilor Stinson asked City Administrator/Recorder Mills for any update on the recent auction/sale of the Siltcoos Dam.

City Administrator/Recorder Mills answered that attempts to get updates have been unsuccessful. Councilors and staff discussed the lack of information about the new owner, past issues with an owner not monitoring water levels, and the unknown future of the dam.

Mayor Meyer requested City Administrator/Recorder Mills to give him the name of the realtor who handled the auction/sale of the dam.

City Administrator/Recorder Mills informed Councilors that the City will have a table at the upcoming Job Fair at Siuslaw High School.

15. ADJOURNMENT

Mayor Meyer adjourned the meeting at 6:29 p.m.

APPROVED BY THE DUNES CITY COUNCIL ON THE 19th DAY OF APRIL, 2023.

[Signed Copy Available at City Hall]

Sheldon Meyer, Mayor

ATTEST:

[Signed Copy Available at City Hall]

Jamie Mills, City Administrator/Recorder