

- I. CALL TO ORDER**: Mayor Stevie S. Burden called the meeting to order at 7:00 p.m., June 21, 2016 at Wheeler City Hall.
- II. ROLL CALL**:
Mayor Stevie S. Burden, Loren Remy, Dave Bell, Jim King and Bob Harlow
Excused Absence: Heidi Wilcox-Siglin
Staff Present: Geoff Wuschlager, City Manager
Public Present: None
Media Present: None
- III. MAYOR AND COUNCILOR COMMENTS**: None
- IV. CONSENT CALENDAR**:
- 1. Additions or Deletions to Agenda: Add Clear, Cut & Fill permit under New Business “h”**
 - 2. Wheeler City Council Minutes of May 17, 2016**
- Remy moved to accept the Consent Calendar as presented, King 2nd motion. All for the vote, 4-0.
- V. PRESENTATIONS, GUESTS, ANNOUNCEMENTS AND CORRESPONDENCE**:
- 1. Presentations:**
Leanne Townsend (Traffic/Safety): Request to trim tree by 25 MPH sign coming into Wheeler, discussion of school busses speeding. Citizen has suggested possibly putting up “School Bus Stop Ahead signs” coming into town. Mayor suggests speaking with Chief Harth closer to school starting for a possible concentration patrol, using a few more of our hours to patrol afternoon bus route.

Dee Ross (Bayview Ave. Citizen Proposal – PUD light reduction): Suggestion is to put a shade on the lamp post to reduce light.
 - 2. Guests:** None
 - 3. Announcements:** None
 - 4. Correspondence:**
 - Manzanita Department of Public Safety May 2016
- VI. PUBLIC COMMENT ON NON-AGENDA ITEMS**:
- VII. COMMITTEE REPORTS**:
- **Planning Commission** – Minutes for June 2, 2016 Planning Commission meeting
 - **Parks Committee** – Minutes for May 26, 2016 Park Committee meeting
 - **Wheeler Citizens (Unaffiliated) - Emergency Preparedness**
- VIII. CITY MANAGER & PUBLIC WORKS DEPARTMENT REPORT**

City Manager Report

This month's administrative report finds the City in preparation for a new fiscal year, and for the summer season. As there are currently a number of issues facing the City the general report will address matters of civic concern, operations, and infrastructure.

Civic Matters:

Postal Delivery

The matter of our postal delivery service is in repair, although the City does not have a firm date as to when operations will re-open. City Administration has been working with representatives from Congressman Schrader's Office to confirm a timeline with USPS management. As of current a phone meeting is being coordinated with area management from Portland Oregon to discuss any outstanding matters with the City.

Clean Up Day

This year's clean-up day was another successful event, with strong participation and large recovery of garbage, metal, and yard debris from the community. While the event was successful, and all three containers were filled, the Parks Committee is considering several adjustments to next year's event; they are as follows:

1.) Relocation of the event to Waterfront Park – Parking Lot

This will provide for better flow of traffic and overall management of the event. It has determined after this year's event that having two separate areas contributes to confusion and traffic problems in the overall operations. Additionally, it is anticipated that the City will not have access to the empty lot across Hall St. in 2017.

2.) Cancellation of Yard Debris acceptance

The City found that a large portion of its container space was filled by yard debris disposal. Yard debris drop off also created traffic congestion as disposal in the Clean-Up Day bins was slowed when large amounts of debris were delivered.

FEMA

The City has submitted its secondary documents to the Oregon Office of Emergency Management following the damage done by the December Storm events. In return, the City is in receipt of its initial Public Assistance inventories and will be working on project proposal and planning in the month of July. The main areas of work to be addressed are Hemlock St. between 4th and 5th, 4th St. south of Vosburg, and the reclamation of funds spent on Waterfront Park damage.

The City is also being considered for the Hazard Mitigation Grant Funds to address Storm Water infrastructure concerns. As previously reported, the Tillamook Hazard Steering Committee ranked Wheeler's concept 2nd

overall as a County priority. FEMA and the Oregon Office of Emergency Management have determined that Wheeler's project ranks as the third priority out of nine submitted for the County.

Operations:

Summer Public Works

The City has begun to catch up on public works projects left dormant during the outage of the City's primary Public Works Technician. With the assistance of a temporary (2 week employee) and the addition of a full time summer assistant, Public Works is now catching up on right of way maintenance, and park upkeep. Additionally, the work in Waterfront Park to the paths that has been required is almost complete.

The city has also found itself in recent receipt of \$7,500 in CIS (City County Insurance) Funds for Public Works assistance. Due to the injuries received by the Public Works Tech., the Public Works Department applied for and received these funds for new equipment that will aid in the reduction of injury causing activity. Principally, the City will be purchasing a 360 degree mower with a low deck, in addition to a lighter and more agile weed eater.

Land Use

The City is seeing a spike in land use application activity. As of current there are three Right of Way permit applications pending, one lot line adjustment, two Clear Cut and Fill permits, and one house under construction. There are also two pending permits for home construction that are anticipated to be received within the next month, and one upgrade to an existing house that is currently under re-construction.

In addition to this, the City has continued its conversation with the new owner of the Bott's Marsh upland. The owner is in current discussions with Oregon DEQ as to the availability of Brownfield's funding for the site. The owner has inquired as to the City's interest in the acquisition of property on the site, and has asked if the City has any intent.

Infrastructure:

Water

As reported by Public Works, the City has had two recent water leaks that have been minor in consequence, but that highlight the condition of water infrastructure on Pennsylvania Ave. The City has begun discussion with the engineer of record as to the viability of applying for a Federal Block Grant to address water infrastructure concerns.

This process and the long term outlook as to the ability of the City to address its infrastructure concerns should be aided by the completion of the Water Rate Survey Study in the third and fourth quarter of 2016.

Streets

The City has set aside funding for FY 6/17 for the potential paving of the City Hall parking lot. This should begin to address USDA access concerns and provide for longevity to the street surface of Hall St.

Additionally the City is once again planning on submitting the SCA grant for FY 16/17 with First Street between Hemlock and Ridgeview Court being the City's first choice for work if the grant should be funded. The City would like to submit the paving of Vosburg. St. between 4th and 3rd as a secondary request given the access required to one of the two water storage facilities within the City. If there is accessible funding and agreement with respect to Right of Way and Ownership, the City would submit the paving of Waterfront Park parking area as a third submission.

Public Works Report:

Public works has been working on mowing and weed eating all the rights of way around the city and will soon be caught up after a slow start and an active growing season. Soon staff will be caught up and maintaining them will be on a regular schedule through the summer months. The city parks have also been a focus with regular mowing and weeding. Staff added two sprinklers to the automated system at Water Front Park this year and has one small area left that the system doesn't cover. This will be mitigated by repairing one of the existing sprinkler heads. Staff has finished making repairs to the graveled paths in Water Front Park that were damaged during the past winter floods. There is some restoration that is yet to be finished on a couple flower beds.

Staff will begin flushing the City's water system soon by flushing all hydrants and blow-offs. During this flushing program staff will be doing annual inspections of all hydrants and hydrant valves. Staff will also be exercising all water valves in the water system with inspections being documented. There have been two water leaks fixed this past month both located in the Wheeler heights area. Most failures in this area are due to an aging infrastructure and in some cases poor materials and installation procedures.

City Planner Report: none

IX. PUBLIC HEARING: None

X. GENERAL BUSINESS:

1. Old Business:

a. Waterfront Park – Restrooms – Port of Nehalem: City Manager wrote a thank you letter to the Port for their assistance in removing debris under the dock and for the restroom updates.

b. Right of Way Permit - 2016-01ROW: City Council advised City Administration to have applicant work with neighboring property owners if at all possible. City Administration will be contacting applicant with further permit details.

2. New Business:

a. Bayview Ave: Council Action – Citizen Proposal for PUD light reduction: Council consensus is to have a shade put on the light pole.

b. Resolution 2016-04: A Resolution of the City of Wheeler approving solid waste collection

rates beginning July 1, 2016: Bell moved to adopt Resolution 2016-04, Remy 2nd motion. All for the vote, 4-0.

c. Resolution 2016-05: A Resolution of the City of Wheeler approving an Intergovernmental Agreement with the City of Manzanita for police services for fiscal year 2016-2017: Remy moved to adopt Resolution 2016-05, Harlow 2nd motion. All for the vote, 4-0.

d. Resolution 2016-06: A Resolution of the City of Wheeler authorizing a loan from the Safe Drinking Water Revolving Loan Fund: Harlow moved to adopt Resolution 2016-06, Bell 2nd motion. All for the vote, 4-0.

e. Resolution 2016-07: A Resolution of the City of Wheeler Regarding the Transfer of Appropriation for the Fiscal Year 2015-2016: Remy moved to adopt Resolution 2016-07, Harlow 2nd motion. All for the vote, 4-0.

f. Resolution 2016-08: A Resolution approving state fund(s) Revenue Sharing for fiscal year 2016-2017: Bell moved to adopt Resolution 2016-08, Harlow 2nd motion. All for the vote, 4-0.

g. Right of Way Permit – 2016-02ROW: City Council tentatively approved permit, but agreed with City Administration’s recommendation that all neighbors of bordering properties would need to be consulted before final permit approval.

h. Clear, Cut & Fill Permit: City Administration discussed impact of permit on City right-of-way with City Council.

XI. ADJOURNMENT: 9:07 p.m.

XII. Executive Session: None

Stevie S. Burden, Mayor

City Manager, Geoff Wullschlager

Lori Rieger, Transcriber