I. **Call to Order and Pledge of Allegiance** Mayor Walt Trandum called the meeting to order at 7:00 pm., August 17, 2010 at the Nehalem Bay Health District Conference Center. All present stood for the flag salute.

II. **Roll Call:**


III. **Introductions**

Public Present: Mark Nelson
Media Present: None

IV. **Public Comments on Non-agenda Items**

None

V. **Consent Calendar**

A. **Additions or Deletions to Agenda:**

Councilor Dave Bell announced that he would like to add a discussion regarding the City’s website. **Councilor Bell moved to adopt the consent agenda as presented. Councilor Matthews seconded the motion which carried unanimously.**

VI. **Announcements, Appointments and Correspondence**

A. **Announcements:**

Councilor Schiewe announced that she will not be a candidate for re-election announcing that her term will be up at the end of this year. Councilor Schiewe stated that she felt that the Council lacked diversity and under represented by the business community and would like to see younger members run for City Council. Councilor Schiewe announced that she enjoyed working with everybody and that it was rewarding. Mayor Trandum and the Councilors thanked Councilor Schiewe for her time.

Councilor Schiewe announced that the Fire district will be holding a meeting this Thursday at Nehalem Bay Health District.

Councilor Matthews announced that she was on the beach in Manzanita on Friday and they had a call to a response to a child they thought had been pulled out to sea. Councilor Matthews commented on how professional they were working in conjunction with three other agencies stating that it was nice to see that they had the equipment that they needed.

Mayor Trandum announced to move to have Craig Wakefield, Building Official for Tillamook County for his presentation.
VII. Proclamations, Presentations, and Guests

A. Proclamations: None

B. Presentations: Craig Wakefield, Tillamook County Building Official announced that the Department of Community Development would be terminating the Intergovernmental Agreement (IGA) with the City on the building permit issuance. Mr. Wakefield gave a brief overview of the economics and how the department operated and explained why the County was terminating their IGA with the City of Wheeler. Mr. Wakefield presented a handout and gave a brief overview on the Oregon Construction Employment History and Forecast. Mr. Wakefield presented and read aloud the letter dated August 12, 2010 Termination of the Intergovernmental Agreement for building permit issuing services. Mr. Wakefield suggested to the City to review their fee schedule to make up for the revenue loss. Discussion followed Mr. Wakefield’s presentation. City Council expressed concerns regarding revenue loss and ask if there were any options to negotiate the IGA with the County. Mr. Wakefield stated that if the City needed more time to work on the fee schedules they would work with the City. Mr. Wakefield stated that Butch Parker offered to assist the City with a new fee schedule to make up for the revenue loss.

VI. Announcements, Appointments and Correspondence (continued)

B. Appointments:
Councillor Matthews announced that Cerisa Niskanen applied for the Park Committee position. Matthews moved to appoint Cerisa Niskanen to the Park Committee. Councillor Glowa seconded the motion which carried unanimously.

C. Correspondence:
Manzanita Department of Public Safety July 2010 Report discussion. Councilor Matthews inquired about the RV parking on 101 beyond the liquor store (Eastside North bound) stating that there were no signs that indicated no parking. Councilor Bell stated that it was ODOT’s jurisdiction and that the City has requested them to red curb the area in the past. Mayor Trandum ask Frank Sinclair to follow up with ODOT to see if they could red paint or post signage for no parking at that location.

VIII. City Manager & Public Works Department Report

City Manager/Public Works Report:

FEMA discussion regarding the Third Street Slide area. Mayor Trandum ask if the City has heard back from FEMA. Sinclair stated that FEMA requested that the Grant be closed out by September 1, 2010. Sinclair stated that FEMA came out and looked at the site and he was waiting to hear back from them regarding the grant monies. Mayor Trandum stated that he received a call from Ms. Brinkman regarding RV’s parked on the lot below her property. Winona Jones informed Council that she mailed Ms. Brinkman a copy of the Zoning Ordinance. Councilor Matthews inquired about the Street projects on 1st and Rector and was concerned about the cleanup. Sinclair informed Council that the cleanup was complete and that water curbing on 1st Street. Councilor Matthews stated that the Hospital road project looked great and
inquired about the walkway stating that it was not completed. Sinclair stated that the City ran out of money and on the next Grant he would include the completion of that walkway and up the hill. Councilor Matthews inquired about the ADA ramp. Sinclair stated that the ramp was completed and that Joe Velkinburg would complete the grading and the railing. Mayor Trandum ask if the parking space would be marked handicap only parking. Sinclair informed them that it would be marked and posted with a sign.

Councilor Matthews inquired about setting a date for a workshop stating that at the last workshop the goals chart discussion was not completed. Councilor Glowa ask when the Council was going to discuss the fee schedule. Discussion continued regarding setting a workshop date. Council consensus that the workshop date would be set for September 16, 2010 from 1 pm to 4 pm at the Nehalem Bay Health District Conference Center.

City Manager Frank Sinclair informed Council that moving the booster pump station may not be feasible informing Council that it pumps from the lower zone to the upper zone stating that the Engineer would have to look at the pressure differentials to see if it can be moved. Sinclair informed Council that the Engineers would be writing a letter.

Councilor Bell inquired about the bike rack project stating that a person who shall remain nameless was inquiring why the City paved the entire area when the initial discussion was that part of it was going to remain in dirt stating that Grant wanted to plant around the bike rack. Sinclair stated that it was better to pave the entire area due to the fact that it was a small area. Councilor Matthews stated that prior to the area getting paved she made a recommendation to have the City go talk to Grant since Grant does all the work with the scrub removal. Councilor Matthews suggested that the City provide a pot planter or wood to build a planter box for Grant to plant flowers. Councilor Glowa stated that the Wheeler Business Association had funds and that he would check with Pat Scribner regarding the funds. Councilor Matthews stated that there should be a massive pot instead of smaller pots similar as to what he did at the Post Office. Councilor Bell inquired about the meeting that was held Friday the 13rd regarding the designing of a hand rail for the ADA ramp. Sinclair informed Council that the City was waiting for an estimate. Councilor Matthews stated that she thought the City had already got an estimate and that it was already approved as part of the original costs. Sinclair informed Council that it was not part of the original costs and more costs were involved installing the handrail. Councilor Matthews stated that in the future if we have a project that has been approved we need to know all of the costs rather than part of the costs stating that it should have been part of the estimate. Councilor Schiewe stated that it is part of the building code and that it should have been part of the estimate. Councilor Matthews ask if the project was going to go over the budget. Sinclair stated that it would probably go over a little. Mayor Trandum inquired about the utility billing software. Office Assistant Winona Jones informed Council that the software was installed and up and running. Councilor Matthews inquired about the lines of text on the bill card stated that the plan was to include the bill with the newsletter. Councilor Matthews announced that she was going to be out of town and needed someone to complete the newsletter.

(END OF TAPE 1 OF 1 SIDE A)

IX. Committee Reports

Planning Commission:

Councilor Bell stated that he had no comment on the Planning Commission minutes other than that it look like they have it well in hand and seem to be up on it.

Sinclair announced to the Council that he didn’t think that the ADA ramp/handrail would run over the
budget because the City did all the demolition that saved the City $800.

**Parks Committee:**

Councilor Matthews stated that the Parks Committee met on August 5th that was well attended announcing that the meetings are held every other month. Councilor Matthews stated that Cerisa Niskanen is the new member on the Park Committee. The Committee discussed the upgrades regarding the WFP and the water situation. Councilor Matthews stated that the BMX track was dismantle and the Park Committee was clearing rock, racking and that there was some tree relocation that needed to be completed.

**Emergency Preparedness Committee:**

Councilor Glowa announced that there was nothing to report on this Committee stating that they meet every other month and the next meeting will be held in September.

**Port of Nehalem Report:**

Councilor Bell announced that the Port Commission had a meeting. Mayor Trandum followed up with a brief report stating that Bill Campbell a consultant for the Port Commission was putting together a proposal to look at dredging the Waterfront stating that there were Representatives from ODFW and the State Lands. There was discussion regarding the environmental and economic impact. Mayor Trandum stated that the waterfront in Wheeler is high on their agenda. Councilor Schiewe ask where they were going to place the silt. Mayor Trandum stated that they discussed placing the silt on the Scovell property for a year and then have it hauled away stating that Mohler Sand and Gravel wanted to open up a new rock quarry and that they could use the silt to backfill. Discussion continued regarding the Waterfront dredging. Mayor Trandum stated that the Port was looking at other sources for funding stating that they were looking to get Betsy Johnson involved.

Mayor Trandum stated that he attended a meeting with County, City Officials and ODOT to talk about the highway between Wheeler and Rockaway. Mayor Trandum stated that a representative from ODOT announced that it was a slide area and that 90% of it was moving and that there would probably be nothing done on that section of the highway. Mayor Trandum stated that ODOT would be paving some of the highway in that area. Discussion continued regarding the highways condition.

**Visioning Committee:** NO Report

**X. Public Hearings** None

**XI. General Business**

**A. Old Business**

a. **Draft Business License Ordinance:** Sinclair stated that he was waiting on Council input. Lengthy discussion continued regarding the draft copy. Consensus of the Council to reword for clarity page 42, section A. Page 42, section 25 Delinquency Charge, the word anyone should be two words not one. Page 42, Section 26 last paragraph “post ordinance amendments in four (4) conspicuous public places.” Consensus of the Council to have Sinclair look in the City ordinances and see what the language reads. Sinclair informed Council that it depended on how the ordinance was passed. Discussion continued on regarding who would be required to obtain a business license. Consensus of the Council that on Page 41, section 20 Exemptions, item C change from 10 days to 5 days. Omit the 14 days garage sale and leave in the 3 days page 41, section 20 Exemptions A. Consensus of Council to exclude the utility companies. Page 43,
Additional Sections & Alternative Language Purpose, omit the word “enforcement”. Consensus of the Council that Sinclair would clean up the draft copy with the changes as discussed.

B. New Business

Announcement: Mayor Trandum announced that he received a letter of Proclamation Declaring Constitution Week September 17-23, 2010. Councilor Matthews read aloud the Proclamation letter. Councilor Glowa moved to adopt the Proclamation Declaring Constitution Week. Councilor Matthews seconded the motion which carried unanimously.

a. Draft Enforcement Ordinance: No discussion

XII. Mayor and Councilor Comments

Open for comments. Mayor Trandum ask Mark Nelson if he had any comments. Nelson replied “No.”

Councilor Bell stated that he would like to see the website updated and keep it fresh. Discussion continued regarding keeping the website updated.

Citizen Joe Burgato introduced himself and gave a formal verbal complaint stating that the City would receive it in writing regarding the pig pen on 4th Street and the abandon car parked in front of the property. Mr. Burgato asked what the City’s responsible was on getting the property owner to clean up the property. Mr. Burgato stated that he would go after the owner to clean it up. City Council informed Mr. Burgato that he would need to follow procedure and complete a nuisance complaint form.

Mayor Trandum announced that in support of Shirley Kalkhoven he wrote a letter dated July 26, 2010 to the League of Oregon Cities for the James C. Richard Memorial Award.

Councilor Matthews announced City Hall Week September 14 5:30 to 7:30 pm. and ask if anyone knew what the agenda was. Sinclair announced that the City of Wheeler was co-hosting it.

XIII. ADJOURNMENT: The meeting was adjourned at 9:00 p.m.

/s/ Walter N. Trandum
Walter N. Trandum, Mayor

/s/ Frank W. Sinclair
Frank W. Sinclair, City Manager

Winona Jones, transcriber